

Draft AGENDA  
Enrollment Management Subcommittee  
September 13, 2017, 3:30PM  
UC 233

Members: Emilia Bak (ARTS), Melody Chuang (EDUC), Shilpa Regan (SBS), Melissa Schaub (LETT, chair), Rachel Smith (NSM), Lois Williams (AVC for Enrollment), Derek Oxendine (Director of the Center for Student Success), (SGA representative TBD)

- I. Call to Order
- II. Approval of Minutes from April 12, 2017
- III. Adoption of Agenda
- IV. Election of Secretary
- V. Report from the Chair
  - A. Review of committee charge (p. 24 in the 2017-18 Faculty Handbook): “The function of the Enrollment Management Subcommittee shall be to consider policies and standards related to admissions and recruitment, financial aid, retention, advising, graduation, and related areas. The Subcommittee shall also be charged with receiving expressions of concern or interest regarding any of the areas listed above from faculty, staff, administration, or students. The Subcommittee shall, as it deems necessary, make recommendations to the Academic Affairs Committee on these matters.”
  - B. Review of attendance policy (p. 28 in the 2017-18 Faculty Handbook): “When a member of either a Committee or Subcommittee cannot be present for a meeting, the member will notify the Chair of the Committee or Subcommittee in writing. When a member of a Committee or Subcommittee misses more than two regular meetings, that member will be dismissed from the committee. A replacement will be chosen in accordance with Article VI, Section 3. A of the Faculty Constitution (for a subcommittee member) and Article VI, Section 4 (for a committee member).” **Note:** EMS meets on the second Wednesday of each month at 3:30. This year the dates are Oct 11, Nov 8, Jan 10, Feb 14, Mar 14, Apr 11.
- VI. Report from Associate Vice Chancellor for Enrollment
- VII. Report from Director of the Center for Student Success
- VIII. Unfinished Business
  - A. Availability of seats in classes for new students, particularly transfers in summer
- IX. New Business
  - A. Discussion of NC Promise’s impact on areas within EMS’s charge
- X. Announcements
- XI. Adjournment