

Enrollment Management Subcommittee
October 14, 2015, 3:30PM
UC Room 233

Minutes (Approved 11/11/12)

Members in attendance:

Jaeyoon Kim, ARTS (to 2016)

Frankie Denise Powell, EDUC (to 2016)

Robin Snead, LETT (to 2017)

Rachel Smith, NS&M (to 2017)

Emily Neff-Sharum, S&BS (to 2016)

Melissa Schaub, Associate Vice Chancellor for Enrollment (ex officio)

Garrison Davis, Student Government Association Representative

- I. The meeting was called to order at 3:32pm
- II. The minutes from the September meeting were approved as circulated.
- III. The agenda was adopted as circulated.
- IV. Report from the Chair
 - a. Receipt of minutes from the Advising and Retention Council (Appendix B and C)

Minutes from the Advising and Retention Council will be forwarded to EMS as a way of having them including in the Faculty Senate structure. No action was taken regarding any previous business from the Academic Affairs Committee.

An attendance policy was passed by Faculty senate and then forwarded to Board of Governors but if rejected by the BoG, may come back to the EMS.
- V. Report from Dr. Schaub
 - The Enrollment Division and administration are continuing the process of making enrollment projections. It is important that these be fairly realistic since our enrollment projects determine state appropriations if we fail to meet the projection, we will have to return some of the appropriations. They are, looking at last year's number and revising the projection in light of current enrollment. UNC-GA will look at our enrollment projection and if they feel it is required with ask for revisions.
 - The search for a new Registrar is underway with two of the three candidates having visited and the remaining interview scheduled for 10/19. Dean Milewicz is the chair of that search committee.
 - The search for a new TRIO project director is nearly complete since the candidates have been interviewed and the offer to the top candidate will be made soon.
 - Requests for appointments with the Writing center and ASC tutors are high; HAWK Alerts are low compare to last year.

- The HawkAlert malfunction, which mistakenly sent alerts concerning students from 2012, was a result of lack of updates and DoIT and the software vendor are working to resolve the issue.
- The NAPE-NASNTI grant's no cost extension was approved so Transfer Transition Office will be open through January 2016 and the Praxis Plus program will continue through February 2016.
- The authors of *Picking Cotton*, which was the 2015 Common Reading Experience, spoke to the freshman 10/12 at GPAC and there was good attendance and active participation.
- The Admissions Office has begun recruitment for the Fall 2016 matriculation class.
- The census date total enrollment for Fall 2015 was 6441.

VI. Unfinished Business

- a. Develop items for action to come into compliance with the UNC Policy changes 700.7.1[R] Regulations for Military Student Success (Appendix D).

An Ad Hoc Committee made up of Robin Snead and Emily Neff-Sharum will be developing policies to meet the requirement of this UNC Policy Manual document. Mike Clawson and Natricia Drake will be asked to join the Ad Hoc committee as well. They will be charge with addressing parts of sections IV and VI related to Withdrawals and Incompletes for military students called to service.

VII. New Business- none

VIII. Announcements

New Business for the November EMS agenda will include"

- Development of a form for faculty to complete when filing an Incomplete which details the remaining work required to be completed.
- Development of an Online attendance policy.

IX. The meeting was adjourned at 4:50pm.

Regulations for Military Student Success

This regulation provides a framework for the constituent institutions of the University of North Carolina to develop and maintain a comprehensive network of services for military-affiliated students seeking to meet their educational goals. This regulation implements the requirements of UNC Policy Manual, Section 700.7.1 and intends to promote the general welfare of service members, veterans, spouses, and dependent family members at the constituent institutions.

I. Admission of Active Duty Service Members and Veterans. For purposes of undergraduate admission, all persons having completed a minimum of three years of active duty service¹ will be considered transfer students in the admissions process pursuant to UNC Policy Manual, Section 700.1.1.2[R], with the branch of service functioning as the institution of transfer. Applicants in this profile shall be required to submit the high school transcript or GED, college transcript(s) (if applicable) and relevant military transcript for evaluation.

A. For applicants who have completed a minimum of three years of active duty service, but do not meet the campus specific transfer admission requirements, constituent institutions are encouraged to develop academic contracts² to assure admission for a future term. Upon successful completion³ of college-level courses required for admission as outlined in the academic contract, these students will be admitted subject to campus safety policies and procedures.⁴

B. Application Fees for Active Duty Service Members. Campuses are encouraged to waive the admissions application fee for all service members if they are in an active duty status at the time of application.

II. Data Collection and Reporting on Military-Affiliated Students. Consistent with the recommendations contained in the *UNC SERVES April 2010 Report to the President* and the intent of the President of the United States' Executive Order 13607, "Establishing Principles of Excellence for Educational Institutions Serving Service Members, Veterans, Spouses, and Other Family Members" issued April 27, 2012, University of North Carolina constituent institutions shall establish a section in their undergraduate and graduate admissions application entitled, "Military Status for Financial Aid and Residency Determination."⁵

The General Administration will work with the constituent institutions to create space in the Student Data File for the information and develop an annual report of this information.

Campuses must develop appropriate protocols to assure the security of all information related to status of active-duty students and students eligible to be activated.

¹ Years of service should be calculated on a calendar years basis from date of enlistment to present (if still enlisted) or exit date (if discharged or retired). Student should provide proof of enlistment and exit date (if discharged or retired) by submitting one of the following:

- Most recent Leave and Earnings Statement (enlisted)
- DD214 (discharged or retired)

² See UNC Policy Manual, Section 700.7.1[G].

³ A minimum GPA of no less than 2.0 defines "successful," but does not guarantee admissions.

⁴ Required checks for campus safety will be performed.

⁵ The questions posed in this section are detailed in UNC Policy Manual, Section 700.7.1[G].