

Minutes
Meeting of the Enrollment Management Subcommittee
November 13, 2019; 3:30 p.m.
University Center 251

I. Call to Order - Meeting was convened at 3:30 PM

Roll Call

- The following members were present for the meeting:
 - Dorea Bonneau (EDUC), Chair
 - Courtney Carroll (NSM)
 - Polina Chemishanova (LETT)
 - Joanna Hersey (ARTS)
 - Beth Holder (Dean, University College)
 - Alice Kay Locklear (CHS)
 - Lois Williams (AVC for Enrollment)

- II. Approval of Minutes of the October 9, 2019 meeting – approved
- III. Adoption of the Agenda – approved
- IV. Report from the Chair

Dorea Bonneau reported that several issues from this committee have been shared with the Academic Affairs Committee. This includes the required signatures on the withdrawal from course form. Faculty Senate will continue this conversation. Chair Bonneau also reported that faculty representation is on the Calendar Committee.

V. Report from Associate Vice Chancellor for Enrollment – Lois Williams

Reported back to committee on the number of freshmen with AP, transfer credit, and dual enrollment:

	Fall 2018	Fall 2019
Early College	64	66
Freshman AP Credit	20	29
Freshman Clep Credit	1	0
Transfers with Less than 24	8	63
Transfers with >12 Less than 24	7	44
Transfers with less than 30 hours	28	102
Transfers with greater than 29 hours	365	507

Reported back to committee on research regarding length of withdraw period:

NCAT	5 class days
ECU	5 class days
UNCC	6 business day
UNCA	5 class days
WCU	5 class days
WSSU	10 class days
FSU	5 class days
ECSU	5 days
ASU	5 class days

AVC Williams reported updates on spring 2020 enrollment of new students and how the numbers compare to spring 2019 enrollment:

	Spring 2020	Spring 2019
Freshmen applications:	149	147
Transfer applications:	499	383
Readmits:	24	24

Admissions hopes to adhere to a December 1, 2019 deadline.

AVC Williams anticipates similar new student enrollment as last spring.

VI. Report from Dean of University College – Beth Holder

Dean Holder reports that students have shared, via several focus groups, that there are not enough things to do on campus. Students feel this is especially true on the weekends. Students also report not being satisfied with the quality of food provided in the cafeteria.

The committee agrees that the Advising Council needs to be reconvened with academic advising being the area of focus.

VII. Old Business:

a. Academic calendar – faculty representatives are now on the Academic Calendar committee

b. Late add (“re-add”) of students dropped for non-payment or immunizations – AVC Williams shared that if a student does not have an academic schedule, they should not be here as it creates possible liability issues. The committee supports AVC Williams suggestion that Census Day is an appropriate deadline for students to resolve issues that are preventing them from registering for courses. The committee agrees that this situation impacts multiple units across campus. AVC Williams will follow-up with Provost Ward.

- c. Students not required to obtain faculty member's signature for course withdrawal – AVC Williams reports that an online form for course withdrawal was piloted in fall 2017. This process was not successful. She reports that her team is working with a consultant to develop a workflow through Ellucian. The committee agrees there are pros and cons for requiring signatures of instructor and advisor in order to withdraw from a course. Faculty Senate is aware of this issue and will continue the conversation.

VIII. New Business:

- a. Do Faculty Handbook and University Catalog use same wording on course withdrawal policy? No. The Faculty Handbook does not include the instructor's signature for course withdrawal while the University Catalog does include instructor's signature as being required.

The next meeting is scheduled for February 12, 2020.

Meeting adjourned at 5:00 pm