

*Enrollment Management Committee*

*The function of the Enrollment Management Committee is to consider policies and standards related to admissions and recruitment, financial aid, retention, advising, graduation, and related areas. The Subcommittee is also charged with receiving expressions of concern or interest regarding any of the areas listed above from faculty, staff, administration, or students. The Subcommittee makes recommendations as necessary to the Academic Affairs Committee on these matters.*

*The Subcommittee meets on the second Wednesday of each month during the regular academic year.*

**Enrollment Management Subcommittee  
Wednesday, February 26, 2020 3:30 p. m.  
University Center, Room 208**

Dorea Bonneau (EDUC), Chair  
Joanna Hersey (ARTS)  
Beth Holder, (Dean, University College), Secretary  
Polina Chemishanova (LETT)  
Courtney Carroll (NSM)  
Shilpa Pai Regan (SBS)  
Alice Kay Locklear (CHS)  
Lois Williams (AVC for Enrollment)  
Desmond Woods (SGA representative)

**Agenda**

- I. Call to Order
- II. Approval of Minutes from the February 12, 2020 meeting
- III. Adoption of Agenda
- IV. Report from the Chair
- V. Report from Associate Vice Chancellor for Enrollment
- VI. Report from Dean, University College
- VII. Old business
  - a. Language on Dropping Courses: There is a discrepancy in the wording in the Faculty Handbook and the Student Handbook (see Appendix item attached). This needs to be examined.
  - b. Maximum of 13 semester
- VIII. New business
  - a. Indigenous Cultures and Community requirement (Appendix)
- VIX. Next meeting – April 8

## APPENDIX

### Proposed Organization and Charter of the Indigenous Cultures and Communities Requirement Council

The Indigenous Cultures and Communities (ICC) Requirement Council shall be responsible for assuring that every candidate for baccalaureate graduation meets the requirement of significant engagement with, study of, research in, and/or community service to American Indian communities, such that all baccalaureate graduates of the University experience and appreciate the histories, diversities, cultures, and/or sovereignties of Indigenous people.

The Council shall be composed of five voting members selected from among the faculty and affiliate faculty of the Department of American Indian Studies.

The council shall be supported and advised by the following *ex officio* members:

Director, Office for Civic and Community Engagement

Associate Director for Service Learning, Office for Civic and Community Engagement

Director (or designee), Campus Engagement and Leadership

Faculty Advisor, Native American Students Organization

President (or designee, pending approval by the council), Student Government Association

Director, Teaching and Learning Center

Chair, Student Affairs and Campus Life Committee, Faculty Senate

American Indian Liaison to the Chancellor

The chair of the American Indian Studies Graduation Requirement Ad-Hoc Committee of the Faculty Senate, at the approval of the Provost and Vice Chancellor of Academic Affairs and in consultation with the Chair of the Department of American Indian Studies, shall appoint members of the first Council to three-year terms with the possibility of renewal. The chair of the ad-hoc committee, or designee, shall serve as first Council Coordinator. The Council Coordinator is responsible for overseeing and creating agendas for Council meetings. The Council Coordinator shall serve a term of four years with the possibility of renewal.

Faculty members of subsequent Councils shall be appointed or renewed by the Council Coordinator, at the approval of the Provost and Vice Chancellor of Academic Affairs and in consultation with the Chair of the Department of American Indian Studies, to serve three-year terms with the possibility of renewal. Subsequent Council Coordinators shall be elected from among the Council members, in consultation with the Chair of the Department of American Indian Studies and subject to approval by the Provost and the Vice Chancellor of Academic Affairs, to a four-year term.

The Provost reserves the right to terminate or suspend the membership of any individual who fails to attend more than one Council meeting per academic year. Only the faculty members of the Council shall have the right of voting, and the Council shall regularly inform the Academic Affairs Committee of the Faculty Senate of its actions and recommendations.

The Council shall meet at the beginning of each semester during the traditional academic year, and a quorum of faculty member appointees must be present for the conduct of official business.

The Council shall fulfill its responsibilities through the following activities:

- Ensuring that programming aligns with the stated student learning outcomes the graduation requirement seeks to produce;
- Defining the varieties of curricular, cocurricular, and/or extracurricular activities and/or experiences (hereafter, “programming”) aligned with these learning outcomes that may satisfy fulfillment of the graduation requirement;
- Calling for and supporting the development of outcomes-driven and -aligned programming that supports students’ mastery of these learning outcomes;
- Reviewing such programming so as to determine its appropriateness for the graduation requirement and designating approved programming;
- Overseeing all programming for the purposes of ensuring fidelity to student learning outcomes and assuring the quality and significance of students’ learning.

### Proposed Additions to the Undergraduate Catalog

#### Indigenous Cultures and Communities Requirement

Undergraduate Students entering the University in Fall 2020 or later, as a requirement for graduation, shall complete the Indigenous Cultures and Communities Requirement. Students may satisfy the requirement through completing approved courses, attending approved programming, and/or complete approved service projects as outlined below:

Undergraduate Students with 0 – 30 credit hours from other degree granting institutions will complete 80 hours of cultural or community experiences. Students can accumulate hours in any of the following ways:

- AIS or cross listed course = 40 contact hours.\*
- University Programming as approved by the Council = 2 hours per event (students will swipe their Braves Card at the beginning and end of events to receive credit for these hours).
- Service Projects = hours determined in partnership with CCE (these include short and long term community service projects and/or internships).

Undergraduate Students with 31 – 60 credit hours from other degree granting institutions will complete 60 hours of cultural or community experiences (as defined above).

Undergraduate Students with 61 or more credit hours from other degree granting institutions will complete 40 hours of cultural or community experiences (as defined above).

\*Number of contact hours were derived from the typical lecture course contact time of 150 minutes per week across fifteen weeks of instruction.

## Proposed Changes to the Undergraduate Catalog

Proposed changes are highlighted in yellow.

### **Section 1:**

#### **Requirements and Options for a Baccalaureate Degree**

Each student is responsible for proper completion of his or her academic program, for familiarity with the University of North Carolina Catalog, for maintaining the grade point average required, and for meeting all other degree requirements. The academic advisor will counsel, but the final responsibility for a successful college career rests with the student.

To earn a baccalaureate degree from the University of North Carolina at Pembroke, students must earn between 120 and 128 hours of course credit in a program of study that includes a Freshman Seminar (UNV 1000), required of all freshmen during their first 15 hours; a General Education program of 44 hours; **an Indigenous Cultures and Communities Requirement**; a Writing Intensive Program of 9 hours; and at least one academic major. Detailed requirements for Freshman Seminar, General Education, and the Writing Intensive Program can be found in the links at the top of this page.

UNC Pembroke operates on the traditional two-semester system and offers an extensive summer program designed to permit the academic acceleration of regular university students and to serve the needs of public school teachers. Summer Session is divided into two terms.

## Section 2:

### Requirements for Baccalaureate Graduation

Each student is responsible for proper completion of his or her academic program, for familiarity with the University of North Carolina Catalog, for maintaining the grade point average required, and for meeting all other degree requirements. The academic advisor will counsel, but the final responsibility for a successful college career rests with the student.

Though appropriate UNCP faculty and staff make every effort to insure that students register for the courses required by their chosen degree program, the ultimate responsibility for meeting graduation requirements lies with the individual student. Each candidate for graduation must meet all of the following requirements:

1. Have a minimum of 120 to 128 semester hours of course work in accordance with specific degree requirements, excluding ENG 0104, MAT 0104, EDN 0104, MUS 0106;
2. Have successfully completed the General Education Program;
3. Earn a grade of "C" (2.0) or better in both English composition courses, [ENG 1050](#) and [ENG 1060](#);
4. Have successfully completed a program for an academic major;
5. Have a minimum overall cumulative quality point average of 2.0 and have a minimum cumulative quality point average of 2.0 in all work attempted at the University of North Carolina at Pembroke;
6. Have a minimum overall cumulative quality point average of 2.0 in the major field of study;
7. Complete a minimum of 25% of semester credit hours applied toward the degree through regular enrollment in UNC Pembroke courses;
8. Complete a minimum of 9 semester hours above the General Education Program level in the major field of study at UNC Pembroke if the student transferred here (This does not contravene the minimum requirement of 15 total hours of 3000 or 4000 level courses in any major.);
9. Be registered during the academic year in which the student's graduation occurs;
10. Count no more than 3 semester hours of activity courses toward the credit hours required for graduation. Activity courses are defined as having: no regularly scheduled class meeting time, no well defined instructional format, and no graded (A, B, C, D) work required. Excluded from this definition are [UNV 1000 \(Freshman Seminar\)](#) and supervised internship courses;
11. Count no more than 24 semester hours of correspondence and/or extension credit (with no more than 12 hours of correspondence from regionally accredited institutions toward a degree, provided that such correspondence credit is approved by the Office of the Registrar and will not be applied to satisfy specifically stated course requirements in major programs) (NOTE: Any student needing to take correspondence work after admission to study at UNC Pembroke may be permitted to do so only after obtaining formal approval from the student's academic advisor, from the Office of Academic Affairs, and from the Office of the Registrar.);
12. Meet the requirements of one catalog which were current at the time the student entered this institution or a subsequent catalog. Students will not be allowed to meet some of the requirements of one catalog and some of the requirements of another catalog;
13. Meet the requirements of the catalog in effect at time of readmission or those of a subsequent catalog if attendance is interrupted for more than one year (two semesters);
14. Make application for the degree a year in advance: by April 1st for the following year's spring or summer commencement and by November 1st for the following year's winter commencement when earned hours reach 75 (end of first semester of junior year).

- a. Complete (including all required signatures) a Degree Application Form (available in the Office of the Registrar);
  - b. Pay a non-refundable graduation fee of \$50 by the required date or an additional \$25 late filing fee will be charged;
  - c. If a candidate fails to qualify by the time of commencement, but does qualify at a later time, the student must submit another application and a \$25 diploma fee;
  - d. If the candidate fails to meet this requirement as specified, the student must wait until the next commencement to receive his or her degree;
15. Satisfy all financial obligations to the University.
  16. Students entering in Fall 2011 or later must complete 9 semester credit hours of Writing Enriched and Writing in the Discipline courses. One course must be a Writing in the Discipline course. These are designated by "WE" or "WD" on the course schedule.
  17. Students entering in Fall 2020 or later must complete the Indigenous Cultures and Communities Graduation Requirement.

All candidates are encouraged to complete a file in the Career Center.