

*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**

- I. Call to Order – Meeting was convened at 3:30 pm
  - The following members were present for the meeting:
    - Dorea Bonneau (EDUC), Chair
    - JoAnna Hersey (ARTS)
    - Beth Holder, (Dean, University College), Secretary
    - Polina Chemishanova (LETT)
    - Courtney Carroll (NSM)
    - Shilpa Pai Regan (SBS)
    - Lois Williams (AVC for Enrollment)
    - Desmond Woods (SGA representative)
  - The following members were absent from the meeting:
    - Alice Kay Locklear (CHS)
- II. Approval of Minutes from the February 12, 2020 meeting - Not approved. Committee members did not receive the minutes in a timely manner in order to approve. Motion accepted to approve minutes at April meeting
- III. Adoption of Agenda – approved – excluding the Appendix which was not received in a timely manner.
- IV. Report from the Chair

Chair Dorea Bonneau reported that the Academic Affairs subcommittee approved having the 13 credit hour limit for students on probation revised to include “may” be restricted to 13 credit hours.

The AA subcommittee would like for the registrar to attend the next meeting to discuss the process of withdrawing from a course – especially when a pending conduct case is involved. The Enrollment Management subcommittee has concerns regarding timeframe for responding to withdrawing from courses. Specifically, are we creating impediments to students with no pending conduct violations?

The library now has extended hours. There are concerns regarding the need to close the library early due to staffing issues (i.e., sickness.)

V. Report from Associate Vice Chancellor for Enrollment

AVC for Enrollment Lois Williams shared that there may be possible admissions criteria for 2021. There will be a system level vote in April. “Test optional” is not an option. Rather, students would have a minimum grade point average OR a minimum standardized test score (ACT or SAT) but not both. GPA has historically been a better indicator of college success versus standardized test scores.

Transfer applications are slightly up from last year this time while freshman and online applications are even. Enrollment confirmed for all groups is up 16% from last year.

February Open House was successful.

Enrollment Management is working on Curriculum issues. Some fixes may be short term for the remainder of the academic year.

VI. Report from Dean, University College

Dean Holder reports that over 90 faculty have completed the Academic Advising survey. The due date is March 8, 2020.

Approximately 10 campus stakeholders recently attended the National First Year Experience Conference. New information will be utilized to continually enhance the overall student experience. Possible revisions for UNV 1000: First Year Seminar are being considered. University College and The Center for Teaching and Learning are planning to pilot a shared interest group to address first year general education courses with high DFW rates.

Dr. John Gardner and Dr. Betsy Barefoot will return to campus April 13 & 14, 2020. Academic advising will be a focus of this visit.

VII. Old business

- a. Students not required to obtain faculty member’s signature for course withdrawal  
This policy was approved through appropriate venues. This will result in the need for wording in the Faculty Handbook and Student Handbook to be revised.
- b. Language on Dropping Courses: There is a discrepancy in the wording in the Faculty Handbook and the Student Handbook. This needs to be examined. Suggested revisions were provided by the Registrar’s office.

c. Maximum of 13 semester

Students on academic probation are currently restricted to enroll in a maximum of 13 credit hours. A review of other UNC system schools reflects that UNC Pembroke is one of a few schools to restrict hours. In addition, if a student is enrolled in more than 13 credit hours, there is no logistical process for removing courses/credit hours from the student's schedule. Students often fall into academic probation due to circumstances that are relevant to one semester (illness, family issue.) The restriction causes students to fall behind academically and decreases their ability to graduate in 4 years.

It is recommended that the policy change:

“Enrollment for the probationary term ~~will~~ may be limited to a maximum of 13 semester hours, and students must participate in the service for probationary students offered through the Center for Student Success (CSS).” The restriction of 13 credit hours can be included in the Academic Success Contract.

This revision was approved and forwarded to the Academic Affairs subcommittee.

VIII. New business.

a. Indigenous Cultures and Community requirement.

The subcommittee tabled this discussion due to not receiving the information 3 days prior to the meeting. Members did discuss concerns about the logistical oversight of the initiative. The subcommittee would like for someone from the committee who originated this initiative to attend the April meeting.

VIX. Next meeting – April 8, 2020