

Enrollment Management Subcommittee Meeting Minutes

January 13, 2021

Committee Members Present:

Polina Chemishanova

Joanna Hersey

Beth Holder (Dean for University College)

Alice Kay Locklear

Shilpa Regan

Crystal Walline

Lois Williams (AVC for Enrollment)

Guests: Jennifer McNeill, Christina Reeves

- I. The meeting was called to order at 3:31pm via Webex.
- II. The Minutes from the November 11, 2020 meeting were approved as amended, with the correction to Dr. Holder's report in bullet point 3, to read "all five positions grant funded, and in addition, Assistant Director for Student Programs."
- III. The agenda was approved.
- IV. Reports
 - a. Lois Williams (AVC for Enrollment)
 - Lois shared statistics from her January 11 report. We are tracking ahead for freshman applications from last year's numbers, and they are reaching out to students. Enrollment confirmed at 56 over 43 at this time last year.
 - Transfers also trending ahead in all categories. Applications are trending ahead as well as enrollment confirms at 487. Graduate enrollment confirms are at 303.
 - Several students waiting to register will soon be reflected in the registration numbers. Gen Eds have been added online as well as other additions for these new students.
 - Fall application numbers are trending slightly behind, reflecting a trend region-wide especially in universities serving diverse populations. Enrollment confirmed is running a bit ahead for Fall 21, and this will continue to rise reflecting the schedule of admit letters from other campuses as students make their choices.
 - Transfer applications are being predicted to slow due to current circumstances, though transfer admits are up for us with 653 acceptances, as well as the enrollment confirms of 487. Readmits will develop later from the current number which is close to last year's.
 - Drive through open house was slated for January 9th but has been postponed, and will be rolled out as soon as they are able. Friday 1/22 is currently drop for non-payment.

b. Beth Holder (Dean for University College)

- As of Monday, January 11, 2021, 88.3% of FTFT students have registered for classes. This reflects a 1% increase from last year. Dean of University College has emailed all non-registered freshmen to encourage them to register for spring. In addition, we are following up with phone calls. Our goal for fall to spring retention is 90%+
- Next week, we will follow-up with all FTFT students with less than a 2.0 GPA to discuss options – including applying for WX and/or repeating course(s). They have been contacted several times – including notification of probation.
- We were successful with a \$62,647 grant from the Michael and Susan Dell Foundation. We will hire tutors for historically high DFW courses and hire three temporary employees to serve as success coaches. One success coach will work with students who are undeclared and two success coaches will work with first year students on academic probation. 240 FTFT students (approximately 28%) of the cohort are on academic probation.
- We are looking at retention by high school GPA and identifying strategies to support students with GPA of 2.5 to 2.69. We propose to implement a Learning Community with these students – with co-enrolled courses, dedicated peer mentors, and success coaching. Name of program = BraveStart (previously known as College Opportunity Program.) Deana Johnson serves as the director of this program.

V. Old Business

a. Student Handbook Edits: Adding, Dropping, Withdrawing From Courses

- i. The committee discussed wording and corrections to the withdrawal policy for the handbooks, but became concerned that signature considerations for the withdrawal process would become problematic for approval. The group consensus was to recommend a continuation of the online form with advisor approval and instructor notifications. This is how it has currently been happening under Covid circumstances, through an email notification with the 48 hour turnaround.
- ii. Looking forward to a non-Covid era. the group recommends continuing this format. The UNC system office workflow process currently in place would be helpful to utilize, but works only if withdrawal numbers are the same, rather than the 16-13 range we use at UNCP. It would have to be all 16 credit hours across the board for us to use that system, and the group supports a change to a flat rate of 16 withdrawal hours for all students. 13 to 16 is the difference of one class.
- iii. The same would be worth considering for grade replacement as well, making one number of 16 hours across the board. This will bring us consistency within the system, a consistent number helps streamline and bring efficiency overall. The group is in agreement with the above, and will begin to gather specifics.

iv. To move forward, Shipla will continue to work on her write-up this for us to address in the February meeting, to then take to AA at their meeting later that month. Both handbooks need to also be revised to match the process and each other as to consistency.

VI. New Business, none.

VII. Announcements

- a. Lois shared we have hired a new project coordinator who brings a lot of retention and higher ed experience to work with enrollment.
- b. Registrar calendar links on the web, Maymester link is removed but still findable so we need to take that page down as Maymester is cancelled due to the calendar changes.
- c. The next meeting is February 10th, and the March meeting has been added back in on March 10th. May is not currently on the calendar.

VIII. The meeting was adjourned at 4:27pm.

Minutes respectfully submitted by Joanna Hersey, January 13, 2021