

## Minutes from Enrollment Management Subcommittee meeting on November 9, 2022

### Committee Members:

- I. Emilia Bak (present)
- II. Scott Billingsley, Associate Provost, Acting AVC for Enrollment (present)
- III. Derek Oxendine, AVC for Student Success (present)
- IV. Shilpa Regan (present)
- V. De'maurion Shelley, SGA Representative (present)
- VI. Jessica Siegele (absent)
- VII. Laura Staal (present)
- VIII. Joseph Sweet (present)
- IX. Crystal Walline (present)

### Minutes

- I. Call to order at 3:32PM
- II. Secretary assignments
  - a. November 9, 2022 (Shilpa)
  - b. January 11, 2023 (Laura)
  - c. February 8, 2023 (Jessica)
  - d. March meeting will need to be re-scheduled due to Spring Break (Joseph)
  - e. April 12, 2023 (Emilia)
- III. Minutes approved by acclamation from October 12, 2022
- IV. Report from Chair
  - a. Advising for undergraduates for Spring 2023
    - Seniors and priority registration - February 6
    - Juniors - February 13
    - Sophomores - February 20
    - Freshmen - February 27
    - Open registration - March 13
  - b. Extending drop/add for undergraduates
    - i. Unsure if extending drop/add will be helpful
    - ii. Extending adding classes may cause difficulty in students being successful in course.
    - iii. Historically we have added students in, desire to stop it 3<sup>rd</sup> day into class
    - iv. Dropping may be acceptable
    - v. Will be presented in AA as a discussion point
- V. Reports

- a. No report from Scott Billingsley (Associate Provost, Acting AVC for Enrollment)
  - b. No report from Derek Oxendine (AVC for Student Success)
- VI. Old Business
- a. Review credit needed to gain undergraduate academic honors at UNCP (see Agenda Appendix B)
    - i. Continued review of policy including sister institutions policy. Institutions vary on including transfer hours and number of hours needed in residence (ranges from 45-60) Unclear why transfer hours are not counted for GPA but are for Honors. The following information will be collected
      - 1. Scott Billingsley will contact Western Carolina for clarification of their policy
      - 2. Shilpa Regan will investigate Frostburg, clarify rationale for increasing hours for honors, understand UNCC petition, and how many students are affected.
      - 3. De'maurion Shelley will gather student input on the policy especially if increase in hours considered
  - b. Taking course as a visitor at another college will be addressed separate from EMS first.
- VII. No new Business
- VIII. Announcements
- a. Next meeting is January 11, 2023
- IX. Adjournment at 3:56PM

Respectfully submitted by Shilpa Regan