

Enrollment Management Subcommittee

Wednesday, February 8, 2023 at 3:30PM

Via WebEx

Minutes

In attendance: Emilia Bak, Scott Billingsley, Derek Oxendine, Shilpa Regan, De'maurion Shelley, Jessica Siegele, Laura Staal, Joseph Sweet, Crystal Walline

Guests: Christina Reeves (Registrar) and Macy Freeman (SGA)

- I. Call to order at 3:31PM
- II. Agenda approved with moving SGA bereavement policy prior to old business
- III. Secretary assignments
 - A. Laura Staal
- IV. Minutes approved by acclamation from the November 9, 2022 meeting
- V. No Report from Chair
- VI. Reports
 - A. Scott Billingsley (Associate Provost, Acting AVC for Enrollment)
 - Cherry Beasley is the acting Provost and she plans to retire
 - Working on search committee for permanent provost
 - Priority is to hire an AVC for Enrollment
 - -Polina has started the process before the holidays
 - B. Derek Oxendine (AVC for Student Success)
 - 6,880 students as of today—projecting 6,450-- payment deadline is today, and we usually lose some students after first drop-date
 - Some students were not able to access Braveweb due to glitches and deadline was extended until today
 - In data collection phase right now. 35 people were invited to participate in a survey and were selected from a wide range of representation across campus
- VII. New Business:
 - Bereavement policy was sent to the executive committee; SGA has addressed many concerns to include: immediate family and non-immediate family
 - Our university does not have an official bereavement policy. It is important to SGA to establish a policy so that there is standardization across campus. Proactive policy due to the number of deaths across the UNC system.
 - Are the WX and Inc polices not sufficient to account for this
 - Several recommendations to the current policy:
 - online students

- Graduate students
- Line 74, 82, 94 (appeals process in writing to Academic Affairs not Student Affairs)
- Number of days granted
- Will look at policies at other UNC institutions and outside (Stephenson University in Maryland)
 - <https://www.stevenson.edu/human-resources/policies-forms/policy-manual/standard-bereavement/>
 - <https://www.bu.edu/academics/policies/student-bereavement/>
 - <https://facultyhandbooks.charlotte.edu/handbook/classroom-policies-and-attendance#:~:text=Students%20Reporting%20Deaths%20of%20Immediate%20Family%20Members&text=Students%20referred%20to%20the%20Dean,the%20immediate%20family%20member%20OR>
 - <https://facultyhandbooks.charlotte.edu/handbook/classroom-policies-and-attendance>
 - <https://www.uncp.edu/resources/institutional-research/peer-institutions>
- SGA is open to recommendations as they do not have the complete institutional knowledge on how to implement this as a policy
- Macy will attend next EMS meeting with additional information

VIII. Old Business

- VII. Discussed revision of policy for academic honors at UNCP
 - A. Motion (Crystal) made to revise the policy not to include transfer hours. Seconded (Joseph) Approved 8-0-0

<https://catalog.uncp.edu/content.php?catoid=3&navoid=117>

Graduating seniors may be considered for honors if they have earned a Quality Point Average (QPA) of at least 3.4 for 45 semester hours of course work in residence at UNCP. All course work attempted at UNC Pembroke (including quality hours from other institutions and repeated hours) will be included in the calculation of the cumulative QPA for determining the particular honors designation awarded. Students who attain a cumulative QPA of 3.85 or higher are graduated *summa cum laude*. Those who achieve a minimum cumulative QPA of 3.7 are graduated *magna cum laude* and students whose cumulative QPA is at least 3.4 are graduated *cum laude*.

Students who achieve the hours and the QPA requirement at the beginning of the last semester of their senior year will be recognized at commencement. The final assessment is done after graduation and honors are pending for all students until this is completed. The honors designation will appear on the student's diploma and transcript.

IX. Announcements

- a. Next meeting is February 8, 2023
- b. March meeting scheduled to March 22, 2023 at 3:30PM

X. Adjournment 4:30PM

- in writing to the Provost & Vice Chancellor of Student Affairs