

Enrollment Management Subcommittee

Wednesday, March 22, 2023 at 3:30PM

Via WebEx

Shilpa Regan's Personal Room

<https://uncp.webex.com/meet/shilpa.pai> | 731841996

Join by video system

Dial shilpa.pai@uncp.webex.com and enter your host PIN .

You can also dial 173.243.2.68 and enter your meeting number.

Join by phone

+1-415-655-0001 US Toll

Access code: 731 841 996

Committee Members:

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

Agenda

- I. Call to order
- II. Approval of Agenda
- III. Secretary assignments
 - a. March 22, 2023 (Joseph)
 - b. April 12, 2023 (Emilia)
- IV. Approval of Minutes from February 8, 2023 (Appendix A)
- V. Report from Chair

- a. ICC
 - b. Committee to discuss changes to academic advising
- VI. Reports
 - a. Scott Billingsley (Associate Provost, Acting AVC for Enrollment)
 - b. Derek Oxendine (AVC for Student Success)
- VII. Old Business
 - a. Follow up on academic probation (page 35, https://www.uncp.edu/sites/default/files/hrl/2022-23_StudentHandbook_v1.pdf)
 - i. Enrollment for the probationary semesters may be limited to a maximum of 13 semester hours, and students must participate in the services for probationary students offered through the Center for Student Success (CSS).
 - b. SGA resolution for Bereavement Policy
- VIII. New Business
- IX. Announcements
 - a. Next meeting is April 12, 2023
- X. Adjournment

Appendix A

Enrollment Management Subcommittee Minutes for Wednesday, February 8, 2023

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

Guests: Macy Freeman (SGA)

- I. Call to order – 3:31 pm
- II. Approval of Agenda – Agenda approved by acclamation
- III. Secretary assignment
 - a. Jessica Siegele
- IV. Minutes are approved by acclamation for January 11 meeting
- V. Report from Chair
 - a. Academic Honors Policy – Passed academic affairs and faculty senate
 - b. ICC requirement
 - i. Question from registrar on 2nd degree seeking student
 - ii. treated like a transfer student with 60+ hours; previous degree from UNCP can use AIS course; conversation on how to get it into the catalogue
 - iii. Shilpa to follow up with Ben of ICC
 - c. Change to registration – 48-hour delay due to addition of restriction to 1000 & 2000 online courses; discussion of negative impact (on both faculty and staff) of changing registration at last minute; disappointment in lack of communication
- VI. Reports
 - a. Scott Billingsley (Associate Provost, Acting AVC for Enrollment) –
 - i. more strategic look at class scheduling, advising, registration
 - ii. AVC for Enrollment changed to Vice Chancellor position
 - iii. Registrar position description in progress
 - iv. registrar's office is not having an audit, registrar concerns to go to Scott Billingsley
 - b. Derek Oxendine (AVC for Student Success) –
 - i. ongoing process with National Institute for Student Success
 - ii. no projection for Fall 2023 enrollment
- VII. Old Business
- VIII. New Business
 - a. SGA resolution for Bereavement Policy
 - i. recommendation for SGA/Macy Freeman to write new bereavement policy with assistance from EMS
 - b. Follow up on academic probation

- i. Shilpa to instruct registrar's office about adding restriction back on students on probation to 13 hours
 - ii. no revision to current policy
- IX. Announcements
 - a. De'maurian encouraged committee spread word about SGA candidacy/elections
 - b. Open discussion on students' missed assignments
 - c. Next meeting is March 22, 2023
 - d. Shilpa said our committee has been complimented for its work
- X. Adjournment – meeting adjourned at 4:30pm