Enrollment Management Subcommittee Meeting

MINUTES
Wednesday, January 8, 2015
Room 233 University Center 3:36 pm

Committee Members
Present: Jaeyoon Kim, ARTS; Anita Guynn, LETT; Frankie Denise Powell, EDUC; Felicia Scott, NS&M; Melissa Schaub, Associate Vice Chancellor for Enrollment Management

Absent: Emily Neff-Sharum, S&BS ; SGA Rep to be determined.

1. The meeting was called to order at 3:36 pm.
2. A motion was made to accept the November minutes; minutes were approved and accepted by consensus.
3. Dr. Schaub gave the Enrollment Management report.
   a. Survey: will close on Tuesday, January 20th.
   b. SI program: There is an on-going discussion about this program that is yet to be resolved. It is possible that SLA – rather than SI - will be implemented in Fall 2015.

4. Old business
   a. The new academic standing category: approved (see appendix #1)
   b. Roster verification: approved (see appendix #2)
      i. A motion was made to approve the survey as amended during the meeting. Find the final amended version in Appendix B.
      ii. A motion was made to circulate the final draft of the amended text through email for emailed approval. The motion was agreed to unanimously.

5. New business - attendance policy
   • Members of the Ad-Hoc committee joined us for a lively, informative discussion. There were several salient points of agreement.
   • Capping the amount of class that is excusable due to university sponsored activities. An example given was 15%.
   • A recommendation for an additional section to expound/explain more of the context of the policy.
   • Review Columbus State University as an exemplar.
   • The Provost shall generate the excused list.
   • Students must provide documentation of approved absences.
The Ad-Hoc graciously agreed to meet once for the final draft.

Adjournment 4:56 pm.
Appendix #1

Academic Standing

Academic Standing
A student’s academic standing during any term is determined by the cumulative grade point average (GPA) earned on the total quality hours. To be in good standing, a cumulative GPA of 2.0 and a 67% or greater earned-to-attempted pass rate must be maintained. Individuals with less than a cumulative 2.0 GPA are placed on probation or suspension. Individuals with less than a 67% earned-to-attempted pass rate are placed on progress warning.

Students are advised of their academic status at the end of every regular semester via email, Braveweb, and mail sent to their address on record. It is the student’s responsibility to know his or her academic standing status and to ensure that an accurate mailing address is on file with the Registrar.

Progress Warning
A student is placed on Progress Warning when his or her pass rate falls below 67%, but the cumulative GPA is 2.0 or higher. The pass rate is calculated by dividing the number of earned hours by the number of hours attempted at UNCP. Students on Progress Warning are not in good standing and will be advised of their status each semester until their pass rate reaches 67%.

Academic Probation
Continuing Students: A continuing student is placed on Academic Probation when his/her cumulative GPA falls below 2.0 at the end of any term (fall/spring/summer). Students on academic probation are eligible to attend the University under specified provisions but are not in good standing. Enrollment for the probationary term will be limited to a maximum of 13 semester hours. At the end of the probationary term, students must achieve one of the following:
1. Raise the cumulative GPA to a minimum of 2.0, or
2. Earn a minimum GPA of 2.3 on at least 12 semester hours, excluding FRS 1000 and PE activity courses, for the probationary term.

Failure to meet one of the conditions above will result in suspension from UNCP for one semester.
Appendix #2

Roster Verification Standardization for Online Courses

1) Do you use Blackboard or a commercial site without Blackboard (i.e., a publisher’s site) for courses taught online?
   - a. Blackboard
   - b. Other site
   - c. Blackboard and another site

2) If using another site, please explain.

3) What counts as attendance in your online courses (for instance, in computing the last date of attendance for entering a failing grade in an online course or in grading attendance)? Check all that apply.
   - a. Log into Blackboard (or other website)
   - b. Time spent logged in
   - c. Discussion board participation
d. Assignment completion
   e. Other. Explain.

4) How do you check attendance for verification in online courses? Check all that apply.
   a. Log into Blackboard (or other website)
   b. Time spent logged in
   c. Discussion board participation
   d. Any assignment completion
   e. Specific roster verification assignment
   f. Other. Explain.

5) Does there need to be an official, university wide definition for online course attendance (for example in computing last day of attendance for entering a failing grade in an online course)?
   a. Yes
   b. No
   c. Unsure

6) Does there need to be an official, university wide definition of attendance for roster verification purposes?
   a. Yes
   b. No
   c. Unsure

7) Have you had a student dispute an online roster verification decision?
   a. Yes
   b. No

8) Comments