University of North Dakota
Strategic Enrollment Management

Minutes
December 3, 2015
2:00 – 3:00 PM | Memorial Union, Medora Room

A meeting of the Strategic Enrollment Management Committee was held on December 3, 2015 in the Medora Room of the Memorial Union. Lisa Burger and Steve Light presided. Members present included Matt Cavalli, Lucy Heintz, Lori Lindenberg, Karyn Plumm, Ken Ruit, and Jason Trainer. Guests included Angie Carpenter and Marci Mack.

1. Welcome and approval of minutes

2. Phone registrations
   a. Angie Carpenter from the Student Success Center attended the meeting to gather feedback about phone registrations during Summer Student Orientation.
   b. The Committee discussed questions and considerations about allowing students to register for courses over the phone when they are unable to attend Orientation.
   c. The Committee supports the continuation of phone registrations.

   a. Discussion of feedback from academic units
      i. The Committee discussed feedback and considerations
   b. Marci Mack from the Registrar’s Office answered questions pertaining to the policy
   c. Revised version of the proposed policy
      i. Lisa Burger will revise the policy with the Committee’s suggestions

4. Credit requirement [Lisa Burger, Steve Light, Taylor Nelson]
   a. What data is needed?
      i. Lori Lindenberg will gather data about the credit requirements for SEM to discuss
      ii. This data includes the number of incoming students that start UND with credits, students that have 120 credits by their fourth year, and the number of programs have open credits
      iii. The Committee will contact Janet Jedlicka who is on the University Senate Academic Policies & Admissions Committee to discuss the credit requirement
5. **Course attendance policy [Lisa Burger]**
   
a. Possible topic for SEM to discuss

   Will discuss at future SEM meeting

6. **Data update [Lori Lindenberg]**
   
a. Fall enrollment “dashboard” by college/school
b. Discussion – what data is needed in units? What questions need answers?

   Desired outcome – priorities for Lori

   Will discuss at future SEM meetings

7. **SEM Priorities**
   
a. Continue discussion of three main priority options
   
i. Systems coordination & training
   
ii. Targeted student populations – looking at online students, transfer students
   
iii. Advising – enhancing advising on campus
   
iv. “Special projects” – one-time, low-hanging fruit to pick

   Desired outcome – finalize priorities to create roadmap for action steps

   Will discuss at a future SEM meeting

8. **Next Meeting**
   
a. Thursday, December 17, 2:00 – 3:00 PM, Memorial Union – Medora Room