

ACN Meeting Minutes

April 17, 2012

Members present: K. Barnes, D. Borton, A. Carreno, C. Clark, A. Corner, T. Current, R. Daniel, K. George, J. Hack, M. Halloran, J. Hardy, N. Heinen, B. Hinshaw, S. Kaempfer, M. Knasinski, A. Kohl, S. Lake, T. Latona, A. Maldonado, S. Perkins, E. Rolland, K. Roosevelt, A. Sadowsky, P. Schoessling, C. Simms, L. Stark, J. Stein, M. Torres, D. Wallace, B. Williams, C. Wolf, S. Zlotocha

Enrollment Appointment Updates – Seth Zlotocha

- Types of Enrollment
 - Priority Enrollment
 - 3 weeks for fall/spring
 - 1 week for winter/summer
 - Open Enrollment – directly after priority registration
- Order of Enrollment Appointments:
 - Day 1: NCAA, Honors College, select SAC students
 - Day 2: Graduate students (order determined by graduate school)
 - Days 3-15: Undergraduate students
 - Seniors
 - Freshmen
 - Juniors
 - Sophomores
 - Day 15 at 4:30PM – Non-degree undergraduates
 - Day 16 – Open Enrollment
 - 1st Day of Classes – 60+ Auditors
- Appointment Slots
 - Utilized to keep PAWS running efficiently during registration so there aren't too many people registering all at once affecting administrative use
 - Appointment slots run every 30 minutes from 8AM – 5:30 PM weekdays (no holidays)
 - Slots allocated to academic levels based on established order
 - Within each slot based on number of credits
 - Example: there could be a student with 23 earned credits so they get a freshman appointment which will be much earlier than a peer that has 24 credits because that student is placed in the grouping of sophomores
 - Based on earned credits, so it does not include in progress credits
 - 120 students per slot for the fall/spring semesters
 - Could have students with same amount of credits have a ½ hour or 1 hour difference for registering because only 120 students per time slot; who gets put first is random
 - Fall 2012 Slots: 67 for seniors, 57 for freshmen, 67 for juniors and 67 for sophomores
- New Process For Enrollment Appointments
 - Previously just one batch of appointments was run so anyone admitted/activated after that was done would have to wait until open enrollment (or get an appointment individually assigned)
 - They are now assigned every night for newly matriculated and term activated students (this is especially helpful for new transfer students)
 - There are contingencies in place to keep new freshmen from registering if they were to be assigned an enrollment appointment
- Who Gets an Enrollment Appointment?

- Matriculated and term activated students
- Those with no STR (service indicator like new freshmen needing to attend orientation)
- Transfer students with greater than 0 cumulative credits or academic level overridden
 - DES can override the automatic freshman academic level for a transfer student that just doesn't have transfer credits posted yet to give them an appropriate registration date based on their actual standing with transfer credits
- Possible Future Enhancements
 - Move the freshman level to the end of the group, which is how most other schools in the UW-System do it: Seniors, Juniors, Sophomores, Freshmen
 - This would help to eliminate the example given earlier of a freshman getting to register earlier by having 23 credits when a peer has 24 credits and is at the end of the sophomore level thus having 1-2 weeks between their registration dates
 - DES is getting ready to bring this to the Academic Policy Committee to request approval to make this change because it requires faculty governance approval
 - Communication to Students
 - Auto e-mail via PAWS that includes the students' specific enrollment appointment date/time
 - Possible text message option may be available in the next couple of years
 - Other ideas:
 - Suggestion made to include that their appointment is central standard time since we have online students that may not be in the same time zone
 - Looking into leaving Fall enrollment appointments listed long on PAWS because students get confused when they see they do not have an enrollment appointment at this time and think they are not able to register

L&I Sci 101 – A Course for All Undergraduates – Raina Bloom

- Information literacy – ability to locate, evaluate, and effectively use needed information
 - Faculty members on campus have identified this is a skill they want our undergraduate students to possess and to be able to use information ethically and legally
- Idea of the “Digital Native”
 - Those born after 1980 already supposedly know how to use technology and do not need assistance
 - Students tend to be overconfident with their use of technology and struggle when utilizing the library resources to find information, but are not interested in asking for help from a librarian/staff member
 - Research done at 5 universities in Illinois – ethnographers watched students in the library doing research for a paper and the researchers observed the students were anxious/confused/frustrated regarding finding information but never asked a librarian for help.
- L&I 101 is a course designed to help remedy students' lack of information about how to utilize the library resources and become information literate
 - It is a 1 credit course; the first 8 week of the fall and spring semesters
 - Students learn basic research skills (library and web-based)
 - Assignment – annotated bibliography on a topic of their choice
 - Appropriate for all majors and levels (freshmen, sophomore...)
 - Currently going to have 1 section in Fall 2012 that is open to any student; currently the other sections are reserved for students in the AOC program who have this as a requirement

Campus Community Reports

- Enhancing Advising Subcommittee
 - Trying to collaborate with the Student Success Center to have a Student Advising Month campus-wide
- Graduation/Retention Workgroup
 - Access to Success event that was scheduled for April 17th was canceled. Instead there will be a session in the summer
- Center for International Education
 - Annual Conference is April 27th + 28th; “World Cinemas, Global Networks.” Registration is free, see link on CIE website: <http://www4.uwm.edu/cie/research/conferences/worldcinemas/>
- LGBT Resource Center
 - Lavender Graduation – May 15th 7 PM in the Wisconsin Room in the Union. All LGBT and Ally students that graduate: Fall 2011, Spring 2012 or Summer 2012 can participate. E-mail lavgrad@uwm.edu with questions or if you are interested in volunteering
- Orientation Leadership Team
 - Boot Camps – recommend anyone that will be involved with New Student Orientation should attend one – the dates/options are listed on My Dev. The Advisor Meeting with Boot Camp will be May 9th in the Union 191 from 3-4:30PM which is more specific for advisors working with NSO
 - Keri Duce sent out an e-mail regarding looking for advisors to volunteer to help with the Family Orientation piece
 - There is a structure for the first two welcome weeks so Thursday September 6th is the date that schools/colleges can do individual programs/activities
 - Living Learning Communities have over 500 students so far, but the number of housing contracts is lower at this point
- Enrollment Services
 - Students will now have the option to send an electronic transcript
 - Annual Book/Movie Sale will be in the breezeway between the Union and Bolton on Thursday, April 19th from 9:30-2PM
 - Also since registration began on Monday, April 16th for Fall 2012 the waitlist process runs will begin
- First Year Center –
 - Will be doing internal recruitment for a position in the Student Success Center that will work with NSO
- Panther Academic Support Services
 - Hiring tutors and SI leaders for next year; students can already submit their application online from the PASS website

Announcements

- Category A Subcommittee is hosting a workshop “How Can I Be of Service” for those pursuing indefinite status to learn more about service opportunities available on April 26th; event is on My Dev
- ACN Co-Chair Positions (2) and Positions on the ACN Awards Recognition Committee will be open and nominations for these positions should go to Jenny Hack. If you are nominating yourself you should also send a brief bio/reasons why you are interested in the position. If you have questions about the positions also direct them to Warren Scherer or Jenny Hack. Elections will be done electronically and the winners of the election will be announced at the May meeting