

WILLIAM PATERSON UNIVERSITY OF NEW JERSEY
Senate: Admissions and Enrollment Committee Meeting Minutes

DATE/TIME/PLACE: December 02, 2022, Met on Teams

PRESENT: Frierson-Campbell, Carol; Gramiccioni, Nicholas; Joachim, Tony; Mohammed, Debbie; Panayides, Alexandros; Rosenthal, Julie;

TOPIC	DISCUSSION	ACTION
I. Meeting Call to Order	Called to order at 1:05 PM	
II. Approval of Agenda	Approval of agenda https://studentwpunj.sharepoint.com/:w:/r/sites/Admissions and Enrollment_Mgt/_layouts/15/Doc.aspx?sourcedoc=%7B925C5D98-47E5-41B6-9CFA-1C73A66DDEAD%7D&file=Agenda%2012032022%20A%2BE%20Council.doc&action=default&mobileredirect=true	Unanimously approved Agenda attached
III. Approval of Previous Meeting Minutes	Approval of meeting minutes from https://studentwpunj.sharepoint.com/:w:/r/sites/Admissions and Enrollment_Mgt/_layouts/15/Doc.aspx?sourcedoc=%7B73D5979A-8D46-41FB-A5FD-77046AECDE9B%7D&file=Agenda%2011042022%20A%2BE%20Council.doc&action=default&mobileredirect=true	Unanimously approved Minutes attached
IV. Documentation from S Quinn	Requested documentation of the following to meet standing charges from the senate Policies for undergraduate and graduate programs: a) recruitment, b) admission and c) retention Provide documentation of key performance indicators over the past	Documentation was not available Undergraduate checklist reviewed – comprised of mostly administrative items

	<p>five years for undergraduate and graduate programs: Other Access to student data in Navigate Calendar for undergraduate and graduate programs of a) recruitment, b) admission and c) retention</p>	
<p>VI. Forum to gather data on barriers and facilitators for undergraduate and graduate programs: a) recruitment, b) admission and c) retention d) academic outcomes</p>	<p>Focus groups for students, on-ground and online Focus groups for faculty/professional staff, librarians/staff What needs to be done ahead of time? What information could others bring? Who should be “in the room” to hear what is discussed?</p>	<p>Tentative date Spring 2023 - 1st week of March 2023 Dr Frierson- Campbell will reach out to senate re availability of funding to support student focus groups 1) Collect data from students pre-forum- 2nd and 3rd weeks in February 2023 2) These data will form the basis for discussion at the forum 3) Breakout groups to discuss different themes 4) Pre-forum Student focus groups: 2nd and 3rd weeks of February Recruit faculty across campus to help us recruit</p> <ul style="list-style-type: none"> • Will Power 202 (201) • Academic contract-ees • EOF, ELMI • College writing, capstone courses, etc. • Add an online form/survey for anonymous feedback <p>5) Dissemination of Results Report to Senate (1st Senate mtg in April) Council meeting with administrators</p>
	<p>Next meeting on 12/14/2022 at 10a to continue planning for Spring forum</p>	<p>Motion adjourned at 1:20PM Unanimously approved</p>

Minutes respectfully submitted by
Debbie Mohammed

