

ANNUAL REPORT

University Standing Committee _____ Registration, Records and Calendar _____

Academic Year Covered by Report _____ 2023-2024 _____

Date Report Submitted _____ 6/13/24 _____

Report Submitted by _____ Tameka Whitaker _____

Number of times committee met _____ 2 – (8/31/23 and 1/26/24) _____

Name of Chair Elect (if known): _____

RECOMMENDATIONS

- Work on improved messaging from Provost Office and colleges/departments regarding Wellness Days and awareness that the day is not just for students, but faculty and staff. Minimize scheduling of meetings on Wellness Day
- Development of the new priority registration guidelines

SUMMARY OF DISCUSSION ITEMS/ACTIVITIES OF COMMITTEE

- Fall Meeting
 - A peer review will take place referencing recent work at Chapel Hill including phased enrollment and other changes for more equity (including athletics, disability services, and others) with priority registration. It was asked for restrictions on courses to be investigated during this review, such as reserved seats. Noted that some departments hold seats for students in specific programs until it's too late for other students to enroll. The suggestion of allowing optional syllabi upload during enrollment upfront to limit inquiries from students directly to faculty and increase visibility, part of an equity initiative.
 - Discussion regarding math students being affected by travel time between Main and Centennial Campus and asked if they could be made aware of where classes meet during registration.
 - Class seats can fill when students are dropped from all classes for various reasons, making it difficult for them to re-enroll if they are able to. The question was asked if a timeline/deadline/soft cancellation would be helpful. Plans to compile information for transparency. Holding seats for students who may need to repeat a course and find out late that they need to do so. Registration and Records mentioned that it may be difficult to set up from a coding perspective.

- Wellness Days appeared to receive a positive student response around one in each semester, particularly doctoral students among graduate students. While the day(s) are important it was noted that labs are affected by this and complicate the scheduling. Consideration for holding Wellness Days on Tuesday, Wednesday, or Thursday which could increase the likelihood of student engagement in events on campus rather than leaving for a long weekend on Mondays or Fridays.
- Spring Meeting
 - 2026-2027 Academic Calendar has only one proposed reading day for each semester.
 - Discussion of Wellness Day(s) being held mid-week vs. Monday or Friday. The primary reason for a Tuesday is to keep the number of instruction days balanced. Students still appear to be grateful for the day, but faculty should be mindful of workload surrounding Wellness Days. Request for colleges/departments to emphasize the importance of the day with not just students but faculty and staff, perhaps reduced number of meetings being scheduled.
 - Request for confirmation that this is the correct committee to review priority registration. The goal for this committee is to put together the strategies (outlined in a separate shared document) for which requests will be evaluated. This committee will be tasked with helping to make decisions in the future and with developing the rubric used to determine which student groups are placed into priority registration buckets (overall priority or level priority).
 - Registration & Records will be making some adjustments to new student registration in hopes of making the process more equitable and less stressful for students.
 - Reassigning groups to priority registration will start from scratch. Moving forward all groups will need to apply for priority registration. Comment made that many of the students that registering first are not the students that need early registration.
 - This new process would potentially be implemented beginning in January 2025 for Fall 2025 registration. Registration and Records is wanting feedback from committee members, their college/department constituents, and from Associate Deans. A draft of the rubric and form will be created and shared.

**RECOMMENDATION FOR REVISION OF CHARGE AND/OR MEMBERSHIP
CONFIGURATION (if applicable)**