

University Participant (UP) Program Advisory Board/Admissions Steering Committee Meeting
Advisory meeting was held in conjunction with the UP Admissions Steering Committee Meeting

On Monday, February 1, 2021 from 1-4 pm via Zoom (due to COVID)

Minutes: Motion and second to approve minutes from UP Advisory/Steering Committee: February 2020

<u>Attendees at Meeting:</u>	<u>Title/Representing Office:</u>
Emily Bingham and Chris Parrish	Undergraduate Admissions and UP Employer
Dale Carpenter	STL- SPED/IE faculty
Kelly Kelley	UP Director
Susan Buchanan	UP Admin Asst./Career Coordinator
Alexandra Raxter	UP Program Coordinator
Shelby Clark and Charlotte Meier	PSY GAs (assigned to UP for assistantship)
Kelly Tracy	STL Director
Gayle Maddox	STL- Assoc. Professor, Health and PE
Heidi Turlington	Instructor, Health and Wellness/Dance
Kate Otto	Director of MESH/Professor
Misty Hollaran	Office of Accessibility Resources, Administrative Asst
Becky Garland	UP Parent of 2013 UP Graduate
Amy Rose	HHS—Asst. Professor, CSD, PEERS
Anike Fuller	UP Parent-Current 1 st Year
Catherine Butterfield	Assistant Director, Financial Aid
Mary Beth Deconinck	College of Business- Asst Professor, Marketing
Carolyn Callahan	Director of Ed Outreach
Alexander Macaulay	Assoc. Professor, History
Amy Rose	HHS—Asst. Professor, CSD, PEERS
Candy Noltensmeyer	Asst Professor, COMM
Mattie Davenport	WaLC- Tutoring and Writing Center
Larry Hammer	Registrar, Registrar's Office
Karen Roberts, Donna Fox, Cari Weber	A Small Miracle, QPs/Community Partner
Bryant Barnett and Annaleise Camacho	Directors of Residential Living
Jennifer Thomas	UP Employer-Bookstore
Chelsea Reavis	UP Employer- Parking Services
Mary Fischer	WCU Advising Center
Carrie Hachadurian	WCU Center for Career and Professional Development
Cynthia Wray	COMM Instructor
Amy Lingenfelter	UP Employer-Campus Recreation and Wellness
Joseph Harris	Faculty with Emergency Disaster Management

1. Welcome and Introductions

- a. Welcome from UP Team: Dr. Kelly R. Kelley (UP Program Director), Alexandra Raxter (UP Program Coordinator), and Susan Buchanan (UP Admin/Career Development Coordinator)

- b. Introductions of returning and new board members (see chart above)
 - c. New announcement: Introduced newest UP Team member: Alexandra Raxter (half time UP Coordinator as of January 2021)
- 2. Old Business/Updates/Status of tasks
 - a. New advisory board/committee members were introduced as well as returning members
 - b. UP Program Admission guidelines were reviewed with new/returning committee members so everyone had their tasks/direction for the meeting
 - c. Zoom etiquette and format changes of this meeting were discussed
- 3. Current Program Status
 - a. The Top 10 Fall 2021 UP applicants were then reviewed and ranked individually with their submitted admission materials/videos for the remainder of the meeting.
 - b. A total of 17 applicants were submitted with 7 females and 10 males this year.
- 4. New Business Items
 - a. Brainstormed and took feedback for how we could do the next phase of Admissions since we could not have UP Orientation Camp (no overnight lodging could happen due to COVID).
 - b. Decided on half day visits for each applicant and family members coming to campus and also following COVID protocols for our second part of the UP Admissions process.
- 5. Follow up Tasks
 - a. Review survey results and then invite top 6-7 applicants to in-person half day interviews for Phase 2.
 - b. Inform the committee members after final admission decisions are made for Fall 2021 Applicants (can take up to 6 new UP students for Fall 2021).

The meeting adjourned at 4:30 pm.