EAST CAROLINA UNIVERSITY FACULTY SENATE
ACADEMIC AND APPELLATE COMMITTEE ANNUAL REPORT

2015-2016 Academic Year

COMMITTEE: Admission Retention Policy Committee

1. Membership (include ex-officio members).
   Regular Members: Edward Apetz, Allison Danell, Katie Flanagan, Amy Frank, Susanne Jones, Daniel Shouse
   Ex Officio Members: John Fletcher, Jayne Geissler, Jay Newhard, Cody Chullen, Joseph Paul

2. Meeting Dates
   (include members present and those who contributed to committee action, but were not at the meeting)
   
   **August 31, 2015**: Allison Danell, Katie Flanagan, Amy Frank, Edward Apetz, Daniel Shouse, John Fletcher, Jayne Geissler, Jay Newhard, Cody Chullen and Joseph Paul
   
   **October 5, 2015**: Allison Danell, Katie Flanagan, Amy Frank, Edward Apetz, Daniel Shouse, Susanne Jones, John Fletcher, Jay Newhard, Cody Chullen and Joseph Paul
   
   **November 2, 2015**: Edward Apetz, Allison Danell, Amy Frank, Dan Shouse, John Fletcher, Cody Chullen, Jay Newhard
   
   **December 7, 2015**: Allison Danell, Katie Flanagan, Amy Frank, Dan Shouse, Cody Chullen, John Fletcher, Jayne Geissler, Jay Newhard
   
   **February 1, 2016**: Allison Danell, Amy Frank, Susanne Lenné Jones, Daniel Shouse, Cody Chullen, John Fletcher, Jayne Geissler, Jay Newhard
   
   **February 29, 2016**: Edward Apetz, Allison Danell, Katie Flanagan, Daniel Shouse, Cody Chullen, John Fletcher, Jayne Geissler, Jay Newhard
   
   **April 4, 2016**: Edward Apetz, Allison Danell, Katie Flanagan, Amy Frank, Susanne Jones, Daniel Shouse, Cody Chullen, John Fletcher, Jayne Geissler, Jay Newhard

3. Subcommittees established during the year (include progress and/or completion of work).
   a. There was one subcommittee formed on December 7, 2015 consisting of Allison Danell and Jayne Geissler who were charged to edit and present the Dual vs. Double Degree language in the Undergraduate Catalog to the committee for the February 29 committee meeting. Katie Flanagan and Jay Newhard joined with Jayne Geissler for the final editing, which received committee approval in March. The changes to the catalog were approved and presented to Faculty Senate on March 15, 2016

4. Accomplishments during the year, especially as addressed through committee goals. Please include recommendations made to any University agency other than the Faculty Senate that will be noted under #5.
5. Reports to the Faculty Senate (include dates and resolution numbers).

**January 26, 2016**
(Resolution # 16-06) Resolution to revise the *University Undergraduate Catalog* to better reflect the current Course Adjustment Period, After Course Adjustment Period, Course Withdrawal and Term Withdrawal.

**March 15, 2016**
(Resolution # 16-27) Resolution to revise the *University Undergraduate Catalog* to better reflect the current differences between a Dual Degree and a Double Major.

**April 19, 2016**
(Resolution # 16-40) Resolution to alter the choices of the change of grade titles in Banner to better reflect the actual reason for the grade change.

6. Business carried over to next year (list in priority order).

In April, the committee discussed that many polices in the catalog are not up to current practice, especially regarding the processes to follow. For example, many still state a paper exchange is necessary, rather than electronic communication. Areas in the catalog involving Academic Policies and Procedures, Academic Advising, progression and support services should be reviewed by the Registrar’s Office and submitted to this committee for approval. This will occur in the fall as a formal request to Faculty Senate.

7. Evaluation of the committee (include anything that hindered or assisted the Committee’s work during the year).
   A. Charge: Sufficient
   B. Personnel: Since much of the past leadership is rolling off the committee, strong members who wish to actively contribute are sought
   C. Attendance: Most of the committee members attended regularly
   D. Responsibilities: The responsibilities were sufficiently defined
   E. Activities:

8. Suggestion(s) to the Chair of the Faculty and/or Faculty Senate for improving the effectiveness of the committee.

9. Does the Committee’s organizational meeting next year need to be earlier than the date set this year? If yes, when do you prefer: August 22 or 29, 2016

Signed: Chairperson Katie Walsh Flanagan

Vice Chair Allison Danell

Secretary None appointed