

Committee: Admission and Retention Policies Committee
Meeting Date: 11/2/15
Person Presiding: Katie Flanagan, Chair
Members in Attendance: Katie Flanagan, Allison Danell, Amy Frank, Dan Shouse, Ed Apetz
Ex-Officio Members in Attendance: John Fletcher, Cody Chullen, Jay Newhard

Agenda Item: Vote on 10/5/15 Minutes

Action: Minutes approved by verbal vote.

Agenda Item: Member responsibilities:

Action: Materials are sent out 1 week in advance. Please read ahead of time so we can discuss in meeting.

Agenda Item: Email from John Stiller 9/17/15 regarding Schedule Change Period Policy and whether faculty-initiated student withdrawals are appropriate.

Discussion: Flanagan shared some anecdotes from classrooms where instructors expressed desire to remove student from course administratively. Via Flanagan, Registrar Angela Anderson felt there are plenty of mechanisms in place to prevent unqualified students from registering or remaining in courses, e.g. departments preventing pre-registration when prerequisites are incomplete, or departments reviewing student records to ensure prerequisites have been met. Newhard expressed concern from a colleague that removing a student from a course would not be legal at all. Fletcher is aware of anecdotes when faculty do pursue administrative removal and thinks the committee should publicize the fact that faculty do not have such authority. Danell suggested we do so at the same time that faculty are reminded they do have a responsibility to monitor attendance (or lack thereof). Frank expressed concern that faculty assistance in student-requested withdrawals may be misconstrued if the email threads are incomplete (e.g. the student is not cc'd).

Action Item: Motion to leave policy unchanged with respect to administrative withdrawals being disallowed.

Agenda Item: Erroneous withdrawal policy posted in 2015 Undergraduate Catalog, item submitted via email by Jayne Geissler on 10/30/15.

Discussion: Amanda Fleming, Angela Anderson, Dana Sweet, and Jayne Geissler present a revision. Danell reviewed the FUSS guidelines adopted by the committee in 2013/2014 that were approved by FS. Briefly, the withdrawal policies involve extending the withdrawal by date to the 60% mark in the semester, setting the 16 hour threshold for withdrawals, and defining how to have extenuating circumstances evaluated by the Dean of Students.

Motion to approve “New Rule on Withdrawal from Course(s)/Term at ECU Effective Fall 2015” is delayed until electronic marked up copy distributed over email. The following editorial changes were suggested during the meeting:

Remove “Ordinarily, a student may withdraw from up to 16 semester hours in pursuit of a university degree.” (Page 2 lines 1-2)

Change “Course Withdrawal Allotment: Students may withdraw from up to 16 semester hours during their undergraduate enrollment.”

Agenda Item: Request from Angela Anderson to consider instituting time limit on transfer credits.

Discussion: Suggestion of 10 year limit for validity of transfer credit. Committee members discussed likelihood of student retention of older coursework and how much it might vary as a function of the discipline and the individual student’s situation. Departments are routinely consulted to evaluate coursework for transfer equivalency, especially if an equivalency isn’t articulated already. Also discussed was the concern that this may happen infrequently enough that it may not be worthwhile to implement a policy.

Action Item: Transfer credit should be evaluated based on articulated equivalencies. If not, departments should be consulted.

The committee adjourned at 5:00 pm.

NEXT MEETING: Monday, December 7, 2015 at 4:00 pm in Rawl Annex 142

Respectfully submitted,
Allison Danell