

COMMITTEE: Admissions & Retention Policies

MEETING DATE: January 8, 2018

PERSON PRESIDING: Jay Newhard

REGULAR MEMBERS IN ATTENDANCE: Gregory Lapicki, Guglielmo Fucci, Daniel Shouse, Pamela Hopkins, and Jay Newhard

EX-OFFICIO MEMBERS IN ATTENDANCE: John Fletcher, Jayne Geissler, and Amy Frank

OTHERS IN ATTENDANCE: Angela Anderson

ACTIONS OF MEETING

Agenda Item: Approval of the minutes of the December meeting

Action Taken: Jay Newhard moved that the minutes of the December meeting be approved by the committee. The minutes were unanimously approved.

Agenda Item: Discussion of Review of Grading System Policies

Discussion: The committee has been tasked to consider adding information to the ECU Undergraduate catalog, under the Section pertaining to Grading System, regarding who is authorized to submit a grade, change a grade, and under what circumstances a grade can be changed. Angela Anderson of the University Registrar gave a summary of the current Grading System policy and asked the committee to consider a policy that would cover cases in which a grade change cannot be performed by the instructor of record. For example, who is allowed to submit grades if the instructor for the course is deceased, or has left the University in unamicable way? The committee asked Anderson if she had a draft of proposed language to add to the catalog and how often circumstances like these happen. Anderson agreed to draft a policy to be added to the Undergraduate Catalog, and to submit it to the committee for consideration.

Action Taken: The item will be considered again when a draft of the policy is ready for review.

Assigned additional duties to: Anderson agreed to work on a draft of the policy and submit it, in a timely manner, to the committee.

Agenda Item: Discussion Regarding Applicants Who May Require Special Considerations or Exceptions to Policies.

Discussion: John Fletcher submitted to the committee an amended draft of a policy for applicants who may require special consideration or exceptions to policies. He summarized once more for the committee what purpose the exceptions have and under what circumstances students can ask for a holistic review of their application. The committee expressed some concern that the language provided is not clear enough. Fletcher proposed to create a draft with the language added to the Catalog so that the committee can get some context for the policy. Moreover, it was pointed out that it would be beneficial to better clarify that the policy applies only to domestic applicants as opposed to foreign

applicants. The committee also asked to add some language pertaining to students who are applying for readmission. In addition, the committee agreed that it would be suitable to add, in the preamble of the policy, some specific examples of exceptions that warrant an holistic review of a student's application.

Action Taken: The item will reconsidered when an amended draft placed in the Catalog is ready.

Assigned additional duties to: Fletcher agreed to present a new draft of the policy inserted in the appropriate place in the Catalog to the committee at its next meeting.

The meeting adjourned at 4:53 pm

NEXT MEETING: February 6, 2018