

Final

COMMITTEE: Admission and Retention Policies Committee

MEETING DATE: Monday, December 2, 2013

PERSON PRESIDING: Allison Danell

REGULAR MEMBERS IN ATTENDANCE: Scott Curtis, David Durant, Michael Duffy, Jay Morris, Katie Flanagan

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

OTHERS IN ATTENDANCE: Amanda Fleming

ACTIONS OF THE MEETING

Agenda Item: Discuss data on major declaration process, coding and timeline in the Office of the Registrar.

Discussion: Amanda Fleming, Associate Registrar for Records and Registration, reported on the progress being made by the Registrar's Office, in reviewing and clarifying the coding of intended and declared majors throughout the University. All students, except those in the General College, have an intended major. Fleming noted that everything is built around the way it is done at present. There is currently no timeline for this review process since the Registrar's Office is in the process of clearing up Degree Works. Fleming stated that the review process and revision has been completed for the College of Business where intended and declared major declarations in the different departments have been clarified. As the Registrar's Office continues with the process, input will be sought from colleges and departments. It is critical that departments follow the course catalog for Banner systems to be consistent and accurate.

Action Taken: The committee will continue to follow the progress of the Registrar's review of major declarations throughout the University.

Agenda Item: Discuss transfer credit requirements as defined by General Administration and by East Carolina University.

Discussion: Fletcher distributed a two-page handout on admission policies for students transferring to East Carolina University with an associate degree, GED, college-level credit hours, or foreign credits. On November 13, 2013, Fletcher and Danell attended a panel hosted by General Administration on new GA policies, entitled "Fostering Undergraduate Student Success." Fletcher stated that GA is talking about improving

student “transferability” system-wide. He noted that the minimum 30 transferable hours is not a problem, but that students transferring to ECU with 72-75 credit hours in AAS (Associate Degree in Applied Science) of coursework is troublesome for students who must still accrue a significant number of credit hours to graduate. Fletcher stated that we are looking at the practice of “reverse transfer” where an ECU student who initially completes coursework at a community college may transfer to ECU without the associate degree. Subsequent ECU coursework may transfer back to the community college, where he will graduate with the associate degree.

The committee also discussed the pros and cons of including specific courses such as MATH 1065 (College Algebra) and ENGL 1200 (Composition) in admissions requirements for transfer students (www.ecu.edu/cs-acad/admissions/transfer.cfm). Transfer students may not need a course like MATH 1065 for their majors, or it may be preferable for transfer students to take certain courses at ECU, such as ENGL 2201. Experts like the chair of Math, the administrator of QEP (Wendy Sharer) and the director of the Writing Center (Will Banks), will be consulted.

Action Taken: The committee will discuss further and make recommendations to Admissions regarding potential changes.

Agenda Item: Consider an additional meeting before the previously scheduled February 4 meeting for the Admission and Retention Policies Committee.

Action Taken: The committee agreed to schedule the next ARPC meeting for Monday, January 13, at 4 p.m., the first class day for spring 2014.

Agenda Item: To consider Pass/Fail designation as an additional grade option.

Discussion: Danell stated that the Biology department has requested P/F grades for BIOL 4991-4993, Internship. The committee recognized the benefits for a university-wide satisfactory/unsatisfactory grading option although members found reasons to move slowly on this initiative. There is a January 28 deadline to submit to Faculty Senate a request for grade creation.

Action Taken: The committee will continue discussion of this grading option at a future meeting.

Agenda Item: To consider if East Carolina University should make changes to its student disciplinary procedures in light of new GA policies regarding student disciplinary proceedings.

Discussion: Durant and Morris reported on review of student disciplinary policies to confirm our current policies (ECU Faculty Manual, Part VI, Section IV) are consistent with new GA policies. Durant and Morris recommended that nothing be changed since the UNC policy manual is more detailed than our own.

Action Taken: No further action will be taken.

Information on Retention/Graduation Rates: As part of the committee's ongoing interest in student progress through bachelor degree programs at ECU, we received a report on ECU's placement in retention and graduation rates among the 16 universities in the UNC System. Geissler, who prepared the reports, noted that the 81% retention rate placed ECU in a good position at sixth place, given our size and student demographics. She pointed out that our four- and six-year graduation rates at 32.4% and 56.3%, respectively, have been recognized by the University as an area for concern and improvement.

The meeting adjourned at 5:00 p.m.

Future Business:

- To finalize *Declaration or change of major and minor* language for the undergraduate catalog
- Syllabus discussion, tabled for now, will be revisited in near future.
- At the request of Mark Sprague, review administrative policy #02.07.01 *Definition of a Semester Credit Hour* to determine if a reference to this administrative policy should be included somewhere in the *ECU Faculty Manual* (Part VIII, section 1) to make it easier for faculty to find.

NEXT MEETING: Monday, January 13, 2013 at 4:00 p.m. in Rawl Annex 142.