

Approved

COMMITTEE: Admission and Retention Policies Committee

MEETING DATE: Monday, December 1, 2014

PERSON PRESIDING: Jonathan Morris

REGULAR MEMBERS IN ATTENDANCE: Melinda Doty, Michael Duffy, Katie Flanagan, Amy Frank, Susanne Jones

EX-OFFICIO MEMBERS IN ATTENDANCE: Edward Apetz, John Fletcher, Jayne Geissler

OTHERS IN ATTENDANCE: John Given

ACTIONS OF THE MEETING

Agenda Item: Approval of the Minutes for November 3.

Action Taken: Minutes were approved with the following addition: “the committee welcomed new member Melinda Doty.”

Announcements: Geissler distributed a revised copy of the Admission and Retention Policies Committee Report, placed on the Faculty Senate Agenda for December 2. The report presents changes to ECU’s retention policies that were developed by the University’s working group on Fostering Undergraduate Student Success in order to address recent changes in the UNC Policy Manual 400.1.5[G]. The new *Student Success Policies* will take effect in fall 2015. The document includes four key provisions approved by the Admission and Retention Policies Committee (at its November meeting) to be inserted into the *University Undergraduate Catalog*. It shows the new text in bold, deletions in strikeout, and additional revisions in highlighted text. Additional details are given under the headings for suspension and appeals of suspension.

Morris said that he has begun to receive comments on the provisions in the document and expects more responses.

Geissler pointed out that the third provision on satisfactory academic progress is part of the General Administration mandate while provisions 1, 2, and 4 are responses to faculty.

Fletcher noted that ECU will suspend students with a first semester GPA of 0.0 while NCSU’s first-semester average triggering a suspension is 1.0.

Agenda Item: Report from the subcommittee responsible for formulating responses to the

charge of the University's working group on FUSS to the Admission and Retention Policies Committee to review and craft policies at different program and curriculum levels for determining, monitoring and facilitating student progress. The subcommittee is to report back to the ARP committee in December.

Discussion: The subcommittee of Flanagan, Morris, and Duffy met on November 11 with John Given, Vice Chair of the Faculty, and created responses to the five requests of the University working group on FUSS, as follows:

1. Determine whether it is reasonable or desirable to implement a campus-wide practice of monitoring course offerings to ensure students' ability to graduate within four years, or whether current, department and college-level efforts are sufficient.

Response: This practice of monitoring course offerings to ensure students' ability to graduate within four years is sufficiently monitored at the college and unit-level.

2. Determine what "appropriate student progress" is vis-à-vis the general education curriculum and where ECU's Foundations Curriculum requirements allow students to make such progress (Part III, Section C(1)).

Response: Appropriate student progress is the successful completion of a significant number of courses at the appropriate numerical level in accordance with a given student's years enrolled at ECU.

3. Determine what constitutes potentially "excessive" and "unnecessary" extra-foundations requirements and whether ECU program currently have any such excessive or unnecessary requirements.

Response: Excessive Foundations requirements are those that are so restrictive that if a student were to change programs/majors he/she would require additional semesters to meet the FC of another program/major. The programs that ECU has in this category are high-demand and successful programs.

4. Determine what constitutes "excessive" admission requirements to majors and whether ECU has programs that impose such excessive requirements.

Response: Programs that have admission requirements so high/extensive that those not admitted to the program require additional time (semesters) in another program to attain graduation. The programs that ECU has in this category are high-demand and successful programs.

5. Determine how compliance with these regulations will be maintained into the future, including the triennial review called for in Part III, Section C.

Response: The roll of overseeing compliance with FUSS policies must be written into the charge of a Faculty Senate Committee. This is the responsibility of ECU's Committee on Committees.

Discussion: The committee discussed the individual responses and ways that departments currently monitor and facilitate student progress. Geissler pointed out that a University working group is currently reviewing general education requirements.

Action: Flanagan made a motion to accept the subcommittee's report. The motion passed.

Agenda Item: Report on suggested changes to syllabus language in *ECU Faculty Manual*, Part VI (Flanagan)

Discussion: Flanagan distributed a copy of the *ECU Faculty Manual*, Part VI, subsections V through X that pertain to the course syllabus. Committee members also received a copy of the January 29, 2014 e-mail with M. Duffy that includes the proposed replacement of the sixth sentence of section 1, number 5 of Part VI of the *Faculty Manual* that discusses course expectations and requirements. The new statement would make the language of syllabus requirements stronger and include additional details. Flanagan referred to the Admission and Retention Policies Committee's subsequent March 3, 2014 proposal requesting that syllabus items be put into separate required ("must") and recommended ("should") paragraphs. The committee also revisited the time of distribution of the syllabus. The March proposal called for distributing the syllabus "the day classes begin."

Action: Discussion on changes to the syllabus language in the *ECU Faculty Manual* will be carried over to a future meeting. Morris will send this to a subcommittee meeting.

The committee adjourned at 5:00 p.m.

NEXT MEETING: Monday, January 12, 2014 at 4:00 PM in Rawl Annex 142.