COMMITTEE: Admission and Retention Policies Committee
MEETING DATE: Monday, August 27, 2012
PERSON PRESIDING: David Durant
REGULAR MEMBERS IN ATTENDANCE: Allison Danell, Mary Nyangweso, Michael Duffy, Jonathan Morris, Scott Curtis
EX-OFFICIO MEMBERS IN ATTENDANCE: Jayne Geissler, John Given, Amy Frank
OTHERS IN ATTENDANCE: Mark Sprague, Lori Lee

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ACTIONS OF MEETING

Agenda Item: Election of committee officers

Discussion: Each nomination was voted on and passed unanimously.

Action Taken:
- Elected chair: David Durant
- Elected vice chair: Scott Curtis
- Elected secretary: Allison Danell

Assigned Additional Duties To: None

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Agenda Item: Committee work arrangements

Discussion and Actions Taken: Committee members agreed that 142 Rawl Annex is the most convenient place, and that 4:00 is the best time, in consideration of committee members’ teaching schedules. Members also agreed to revise and vote on meeting minutes by email.

Assigned Additional Duties To: None

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Agenda Item: Set goals for 2012/2013 academic year

Discussion and Actions Taken: Business carried over from 2011-2012 will become the goals for the committee to achieve in the current academic year. New business includes a request to update ECU Faculty Manual, Part VI, Section I, subsection VIII, to refer to the PRR entitled Consequences for Failure to Submit Grades. Committee members also agreed that further evaluation and clarification of the +/– grade policy is needed. Admission and retention data can be shared with the committee by Jayne Geissler, which may contribute to the creation of other goals for the committee for the year.

Assigned Additional Duties To: Jayne Geissler, who will prepare a presentation on university retention and admission data and other benchmarks. David Durant, who will draft a set of goals to be circulated among committee members via email.
Next meeting date:  Monday, October 1st, at 4:00 in 142 Rawl Annex

Items to be discussed:
- Approval of draft committee goals for 2012-13
- Update ECU Faculty Manual, Part VI, Section I, Subsection VIII: Grades to include a reference to administrative PRR entitled Consequences for Failure to Submit Grades.
- +/- grade policy (Guest: Angela Anderson)
- Presentation on university retention and admission data by Jayne Geissler

Adjourned: 4:50