COMMITTEE: Admission and Retention Policies Committee

MEETING DATE: Monday, February 3, 2003, at 2:00 p.m.

PERSON PRESIDING: Tovey

REGULAR MEMBERS IN ATTENDANCE: Burton, Clark, Cope, Duffy, Levine, Mitchell, Tovey

EX-OFFICIO MEMBERS IN ATTENDANCE: Tabrizi

OTHERS IN ATTENDANCE: Morrison

The minutes were approved for the meeting of November 4, 2002.

Tovey noted for the record that a majority of the Admissions and Retention Policies Committee members voted to approve the motion recommended by committee members at the November 4 meeting. That motion specified the additional wording to be placed in the ECU Undergraduate Catalog on the subject of graduation in the event of a student violation of the Code of Conduct. This will be attached to the minutes of 11/4/02 as an addendum.

ANNOUNCEMENTS: The Chancellor approved the additional wording in the ECU Undergraduate Catalog stating that a student degree may be delayed or not rewarded on the basis of academic or nonacademic violations of the student Code of Conduct.

Agenda Item:
The committee took up the question of whether the first publication of a new degree program in the ECU Catalogs must precede admission to that program.

Tovey will consult with Angela Anderson and Amy Bisette before proposing a catalog change on this subject.

Agenda Item:
The committee addressed the memorandum from Bob Morrison to the committee on the subject of changes to the ECU Undergraduate Catalog that address distance education initiatives. This memo included a request from Sharon Bland and the Office of Academic Program Development that the Faculty Senate consider whether a change in wording from “in regular class attendance at ECU” to “through course enrollment at ECU” constitutes simple editorial revisions, on the one hand, or policy changes on the other that should be presented to the Faculty Senate for discussion.

Discussion:
Committee members pointed to the distinction between distance education and online coursework, as different forms of off-campus enrollment. Members wanted more clarification on whether the changes in the catalog would address the present concern that graduate students enrolled in distance education would be satisfying the residency requirement for tuition waivers.

Tovey will contact Angela Anderson about committee concerns that these areas be addressed in subsequent catalog revisions.

Agenda Item:
Levine presented statistics on retention rates at colleges and universities which highlight unacceptable levels of attrition. He cited the CSRDE, the Consortium of Student Retention Rates and Kenneth

He will report back to the committee with information on ECU retention rates.

Morrison proposed that the committee might study the impact on retention of the administrative change in undergraduate studies.

The next meeting of the Admission and Retention Policies Committee is set for March 17 at 2 p.m.

The committee adjourned at 2:45 p.m.

Addendum to the Minutes of February 3: Action Taken on Catalog Addition

The following proposed addition to the ECU Undergraduate Catalog in Section 5: Academic Regulations, currently on p. 46, under the subheading Course of Study, was approved by a majority of committee members through e-mail on March 10 and put on the agenda for the March 25 meeting of the Faculty Senate:

[proposed additions are in bold]

Students should refer to the requirements of their respective schools or departments for information about their programs of study and confer with their advisors whenever problems arise. The student is expected to follow the program outlined as closely as possible, particularly in the first two years when satisfying basic degree requirements and prerequisites for advanced standing. **Students may not be admitted to or change to a specified degree program before the degree program requirements have been published in the catalog.**

Michael Duffy, Secretary