COMMITTEE: Admission and Retention Policies Committee

MEETING DATE: Monday, April 7, 2003, at 2:00 p.m.

PERSON PRESIDING: Tovey

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

EX-OFFICIO MEMBERS IN ATTENDANCE: Tabrizi

OTHERS IN ATTENDANCE: Morrison, Anthony Britt, Michael Poteat

The minutes were approved for the meeting of February 3, 2003.

ANNOUNCEMENTS: The proposed February addition of the Admission and Retention Policies Committee to the ECU Undergraduate Catalog (Section 5: Academic Regulations, related to Courses of Study) was approved by the Faculty Senate at the March 25 meeting, as Resolution 03-19. The Senate revised the last line of the statement to read “in the official catalog.”

Agenda Item:
Michael Poteat, Director of Institutional Effectiveness, provided information about the advisor survey that is periodically completed by students to identify those advisors who are rated highly by their advisees. The survey has been online since spring 1999. Poteat noted that the response rate for the advisor survey has ranged from 17% to 37%, while the median response rate from spring 1996 to fall 2002, was 26%. The survey is maintained by ITCS. The Office of Institutional Effectiveness does not have access to the files in order to fix the formatting problems that exist. It is not clear if students are evaluating their regular advisor. There already exists a sophomore survey and a senior survey. The latter is reported to the academic units. Poteat recommended that if the advisor survey is continued, it should be modified with additional questions and be more closely tied to the student’s regular advisor.

Discussion:
Committee members discussed the uses of sophomore and senior surveys, which are mandatory. The advisor survey and the teacher education survey are not required of all students. Attention was directed to the Banner System, which is a complete online package for educational use that may in the near future replace the current programs run by ITCS. Bob Morrison recommended that the committee advise the Faculty Senate on a course of action with regard to the advisor survey.

- Action Taken:
Motion by Cope to discontinue the use of the advisor survey until the reorganization of the Advising Center is complete; Duffy seconded. The motion reads:

_The Admission and Retention Policies Committee recommends that the advising survey be discontinued until the reorganization of the Advising Center is complete. We further recommend that the development and use of an advising survey be reevaluated on an annual basis._

The motion passed. Tovey will place the motion on the agenda for the next Faculty Senate meeting of April 22.

Agenda Item:
Levine is studying student retention rates and will send committee members information on ECU retention rates. Tabrizi discussed the possibility of designing and implementing a new online student survey instrument that will do what we want, which is preferable to fixing an existing system. Tovey noted that advising and retention strategies will be carried over as one of the important goals for next year's committee.

The meeting adjourned at 3:00 p.m.

Michael Duffy, Secretary