Admission & Retention Policies Committee  
December 6, 2004

Minutes

Members present: Shahnaz Aziz, Lee Grubb, Gary Levine (Chair), Randy Parker, Larry Seese, Wendy Sharer, and Natalie Stewart.

Guests: Don Joyner, Assistant Vice Chancellor for Academic Services; Gerry Clayton, Academic Advising.

Chair Gary Levine called the meeting to order at 4:00 pm. The minutes from the meeting of November 1 were distributed, reviewed, and approved. The committee’s latest draft of the “Class Attendance and Participation Regulations” was also distributed for discussion later in the meeting. Wendy Sharer agreed to serve as secretary for the day.

Levine reported that, in response to the committee’s concerns about completing the revisions of the attendance and participation regulations in a timely fashion, he had asked Lori Lee if it is possible for the committee to meet more frequently and for longer periods of time than is designated in the committee’s charge. Lee responded that both of these scheduling alterations are permissible.

The committee then invited the day’s guests, Don Joyner, Assistant Vice Chancellor for Academic Services, and Gerry Clayton, Associate Director of Admissions, to address the committee regarding 3 issues that have arisen in the admissions process. These issues are as follows:

1) Determining a transfer credit policy for first-year composition. Joyner reported that over 100 students have transferred to ECU from institutions that have recently altered their first-year writing curriculum, reducing that required curriculum from two 3-hour courses to one 4-hour course that covers academic and research writing, blending the kinds of writing instruction provided in ECU’s English 1100 and 1200. Working on the understanding that the 4-hour course covers what is typically offered in 1200, the university has been granting transfer credit for ENGL 1200. The problem arises because the students have not taken a clear equivalent to ECU’s English 1100 course. Joyner and Clayton asked the committee to determine a policy to deal with this problem of credit for English 1100. Joyner then circulated a memo from Bruce Southard, Chair of the English Department, recommending a policy “that states that students entering ECU with transfer credit for ENGL 1200 be considered to have satisfied the General Education requirement in the area of English (composition) . . . [and] that such students still be required to complete a total of 12 hours of credit in Writing Intensive courses.”

2) Determining a grade replacement policy for transfer students. Clayton and Joyner explained that transfer students who take courses that transfer as an upper-level courses at ECU have run into problems because this transfer credit makes them ineligible to use grade replacement for prerequisite courses they take after arriving at ECU. University policy currently states that “Approval to use the [grade replacement] policy will not be given if a student wishes to repeat a course after he or she has successfully completed an advanced course covering the same or similar material, for example, a course in the same academic discipline for which the repeated course is a prerequisite.” Joyner presented the example of a student who comes into ECU with transfer credit for ECON 2133, but not for ECON 2113. If that student takes ECON 2113 at ECU and does not do well, he or she cannot take the course again for grade replacement because he or she already has transfer credit for ECON 2133 (a course for which ECON 2113 is a prerequisite). Clayton and Joyner asked that the committee support a change in the grade replacement policy that would clarify that grade replacement cannot be used if the advanced course has been taken at ECU.

3) Considering the removal of “University College” as an admissions category. Joyner and Clayton explained that the University College admission category was established at ECU, prior to the extensive development of the NC Community College system, to provide access to the University for non-traditional students (over the age of 24) who had an academic “deficiency” from high school or who had attended another university, at least one year prior to application to ECU, and received poor grades. The
“University College” admission category is still in use today, but it creates problems because the students admitted under this category are often underprepared and wind up failing out of the university. Joyner presented a memo to the committee from himself and Tom Powell, Director of Admissions. This memo urged that the “University College” admissions classification be removed because of the development of the community college system, which is better prepared to meet the needs of these students. Once the students have successfully completed courses of study in community colleges or other institutions, they can then apply to ECU as transfer students. Levine inquired if removing this admission classification would affect existing administrative structures. Joyner responded that it would not.

Following Joyner and Clayton’s departure, the committee discussed all three concerns. A motion was made and seconded in support of a policy that grants students entering ECU with transfer credit for ENGL 1200 credit for satisfying the General Education requirement in the area of English (composition) and requires them to complete a total of 12 hours of credit in Writing Intensive courses. The motion passed.

After discussion, the committee determined that changing the university’s policies on grade replacement is beyond the scope of the committee’s charge. Committee members, however, wished to voice their support for ongoing efforts to revise the policies. A motion was made and seconded expressing the committee’s support of suggested changes to grade replacement policies for transfer students and urging the continuation of larger efforts to revise the university’s grade replacement policies. The motion passed.

A motion to remove “University College” as an admissions classification was made and seconded. The motion passed.

Due to the length of the meeting, discussion of the revised “Class Attendance and Participation Regulations” was tabled until the next committee meeting, which will be held on Monday, January 10 at 4 PM.

Meeting adjourned at 5:15 PM.

Respectfully submitted,

Wendy Sharer
Secretary for the day