

COMMITTEE: Admissions & Retention Policies

MEETING DATE: November 5, 2018

PERSON PRESIDING: Jay Newhard

REGULAR MEMBERS IN ATTENDANCE: Jay Newhard, Guglielmo Fucci, Eli Hvastkovs, Jason Mose, David Hisle, Beth Thompson

EX-OFFICIO MEMBERS IN ATTENDANCE: Jayne Geissler, Eleanor Chappell

OTHERS IN ATTENDANCE: Cyndi Bellacero

ACTIONS OF MEETING

Agenda Item: Approval of the minutes of the October meeting

Action Taken: Jay Newhard moved that the minutes of the October meeting be approved by the committee. The minutes were unanimously approved.

Agenda Item: Draft of the ECU Credit/Contact Hour Guidelines

Discussion: The committee heard a presentation by Cyndi Bellacero regarding the draft of the ECU Credit/Contact Hour Guidelines. She described how the guidelines deal with online courses and explained the difference between contact and credit hours. After her brief presentation, the committee asked some questions. The committee pointed out that the guidelines do not satisfactorily address the difference between laboratory courses and independent study courses. The committee suggested that it would be beneficial to consider this difference in a future draft of the guidelines. Another comment regarded field work. The committee suggested that the guidelines should contain language so that those who teach field work would get the appropriate credit. The committee also pointed out that the guidelines should contain a section dedicated to suitably counting credit hours for those involved in study abroad programs. One last question pertained to clarifying the difference between instruction and instructional types.

Action Taken: Cyndi Bellacero agreed to take into account the comments and questions of the committee when writing a second draft of the guidelines.

Agenda Item: Review of ECU Undergraduate Catalog

Discussion: Jay Newhard reminded the committee that its charge includes annual review the parts of the ECU undergraduate catalog corresponding to the Committee's charge. The committee pointed out that the Registrar's office already reviews the undergraduate catalog on an ongoing basis to make sure that the contents are up to date. The committee asked the chair to seek clarification on what exactly the committee needs to do in regards to reviewing the undergraduate catalog.

The meeting adjourned at 5:09 pm

NEXT MEETING: December 3, 2018