

COMMITTEE: Admissions & Retention Policies

MEETING DATE: August 17, 2020

PERSON PRESIDING: Eli Hvastkovs

REGULAR MEMBERS IN ATTENDANCE: Stephanie Jung-in Bae, Michael Baker, Jason Mose, David Hisle, Joshua Gardner

EX-OFFICIO MEMBERS IN ATTENDANCE: Angela Anderson, Steven Asby, Stan Eakins, Lucas Snyder

OTHERS IN ATTENDANCE: Rachel Baker, Puri Martinez

ACTIONS OF MEETING

Agenda Item: Election of officers

Discussion:

Action Taken: Eli elected Chair. Stephanie Bae elected Vice chair. Michael Baker nominated for Secretary by Eli. Seconded by Jason.

Assigned additional duties to:

Agenda Item: Determine meeting time.

Discussion: 4 PM Monday time will work for most members.

Action Taken: Future meetings will be held at 4 PM on the first Monday of the month (barring holidays)

Assigned additional duties to:

Agenda Item: Demonstration of the SharePoint site

Discussion: Rachel shows site. She established a folder for this year that contains the business sheet and organizational meeting attachments.

Action Taken:

Assigned additional duties to:

Agenda Item: Review business carried over from last year

Discussion: Edits to faculty manual were approved pending edits. Editorial changes were significant and require discussion.

Policy for excused absences with club sports needs to be reviewed.

Office hours policy needs to be clarified, especially with so many faculty working remotely. Josh: "Are we thinking of office hours when all face to face classes are back or online/hybrid times?"

Puri: "Office hours are considered to be time when you are available to your students. 5 hours in a physical space makes no sense."

Consider developing policy to award academic credit for previous learning experiences.

Consider request for exception to grant Magna Cum Laude status to student who completed more than half their hours at a previous institution. Angela Anderson: "Need to discuss magna cum laude policy. At least once a year a student complains because they have not met the 50% hours requirement (or other reasons like GPA at other institutions). Leaves "bad taste" in mouths of alumni." An immediate decision does not have to be made to suit the particular student who raised the issue.

Academic Integrity Violation Regulation: Eli: "Edits on SharePoint site. Gives history. Megan Kaiser said it was "OK" but it came back with a bunch of edits. It has been under revision for about three years."

Action Taken:

Assigned additional duties to: Members: Look through comments on Academic Integrity Violation Regulation and Office Hour Policy prior to next meeting. Look at excused absence policy for club sports and look at Magna Cum Laude issue later.

The meeting adjourned at 4:50 pm

NEXT MEETING: September 14, 2020

ITEMS TO BE DISCUSSED: Academic Integrity Violation Regulation and Office Hour Policy