Academic Standards Committee

Minutes of meeting held Wednesday 13 November 2002
4–5:15 pm, 261 Gardner Hall

Present: (Members) Rosalyn Broussard, Christina Curras, Beth Frieders, Julie McDonald, Machelle Schroeder
(Ex Officio) David Boyles, David VanBuren

Absent: Dennis Ciesielski
Guest: Mick Viney

Meeting agenda

1. Approve minutes of 23 October 2002 meeting (on S-drive and distributed by email from Julie) Approved as distributed with spelling correction (“liaison”)

2. Discuss Admissions Standards and Issues with Mick Viney and Dick Shumacher

Mick provided us with two handouts – one with admission standards for each campus and one with data specific to UWP.

Highlights of the UWP handout:
- Over the last few years there has been a decrease in the total credits to degree and an increase in the percent of students who graduate within six years.
- There has been an increase in second-year retention. UWP is usually above the system average, excluding Madison.
- The following data was provided regarding the Admission Process for Fall 2001:

<table>
<thead>
<tr>
<th></th>
<th>BILSA</th>
<th>EMS</th>
<th>LAE</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Traditional Standard Admit</td>
<td>227</td>
<td>393</td>
<td>252</td>
<td>872</td>
</tr>
<tr>
<td>Discretionary Admit</td>
<td>23</td>
<td>21</td>
<td>56</td>
<td>100</td>
</tr>
<tr>
<td>Exceptional Admit</td>
<td>17</td>
<td>16</td>
<td>30</td>
<td>63</td>
</tr>
<tr>
<td>Total</td>
<td>267</td>
<td>430</td>
<td>338</td>
<td>1035</td>
</tr>
</tbody>
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- An exceptional admit is granted if it is believed that a student could succeed at college if the services are available to help the student and the student uses the services.
- The 30 students in LAE who are exceptional admits are probably the undecided.
- With regard to ACT, UWP ranks 5th in the system. What if engineers are removed?
- The average ACT of the students from our five regional counties (Grant, Iowa, Lafayette, Crawford, and Richland) are all below the average ACT for all Fall 02 new freshmen. Mick believes that this is the effect of having limited offerings as the regional school districts are shrinking.
- Due in part to an awareness “campaign” in the summer during registration, tutoring services have tripled in just one year. UWP is committed to providing the students from our regional partner high schools with the help that is needed.
- Retention data on the discretionary admits and the exceptional admits is expected any day. The report is being run. Are the “weaker students” being retained?
- A new issue that is being addressed by the Admission personnel is what to do with the student who has been admitted to UWP early in their senior year in high school and who now wants to “skate” for the remainder of their senior year. The letter of acceptance is being revised to say “accepted pending receipt of final transcripts”.

An overriding issue with regard to any admission procedure is to balance the regional partnership between UWP and the neighboring counties with the constraints of the tight budget.

3. Comments on drafts of reminder letters for:
   a. English – not available. Christina will check to see if Dennis needs help.
   b. Philosophy
      - Retain the specific reference to the liberal arts standards.
      - Rewrite the standards to separate gender from ethnic. (Look at the evaluation forms that were created last year for specific wording.)
      - (At the bottom of page 3) Replace all references to a “standard semester” with “regular semester.”
   c. Women's Studies
   d. Ethnic Studies

After some initial editing, it was finally decided that letters for courses that are cross-listed would be sent to the primary department. So letters will be sent to the English and Philosophy programs with CC’s to Ethnic Studies or Women’s Studies, as appropriate.

4. Teams A and B get material for review

Dave Boyles handed out the first of the portfolios and the corresponding evaluation forms. Team A (Beth, Julie, and Rosalyn) got the odd numbers; Team B (Christina, Dennis, and Machelle) got the even numbers. Three portfolios (1, 2, and 4) included videotapes which Dave still has.

**Before the December 11 meeting, each committee member should read at least 3 files and fill out the evaluation forms.** At the December 11 meeting we will discuss our initial reactions to the evaluation forms and our impression of what is being submitted for the portfolios.

5. Other issues for discussion:
   a. Do we evaluate web-based courses? for future discussion
   b. Should there be an appeals process for instructors who we determine do not meet standards, and if so, what? for future discussion
c. When instructors are informed of the outcome of our evaluation, do they get a summary of individual written comments, or photocopies of each person's individual review?

  Dave will provide a summary only.

Future discussion:
- items 5a and 5b above
- 5c.(ii) Should Dave bring his summary back to the ASC before sending it to the instructors?
- We will look over the retention data that Mick Viney will be providing.
- Next meeting will be December 11