Academic Standards Committee

Minutes of meeting held Wednesday 10 December 2003
4-4:45 pm, 261 Gardner Hall

Present: (Members) Rosalyn Broussard, Christina Curras, Beth Frieders, Steve Kleisath, Julie McDonald, Brian Peckham, Machelle Schroeder, Kathleen Tigerman, Tim Zauche
(Ex Officio) David VanBuren

Absent: Angela Udelhofen

1. Approval of Minutes of 12 November 2003 meeting  OK as distributed

2. Agenda – additions, changes, approval  OK as distributed

3. Old Business
   a. Status of portfolios received, those still due – Christina

      Christina handed out a table summarizing our progress. There was some confusion over ENGL 399 which is listed as a special topics under the department listing but with no reference to Humanities. Does the course satisfy the Humanities requirement? Kathleen will take the issue to the English and Philosophy Programs.

      For the future, Christina will provide a list of which faculty have submitted portfolios.

   b. Admissions assessment:

      i. Tim Z –any update?

         Tim distributed a memo on “Items to ask for data analysis on incoming students by ASC.” The committee decided to measure “success” using retention after 1 year, retention after 2 years, and students who were dismissed. The variables we selected are: ACT score as a whole and parts, HS rank, HS of origin (and possibly size of HS), admission type, and the year first enrolled.

         Steve again asked if anyone has looked at the literature and research? At this time, no one had. The basic purpose of our research is to determine if the three admissions categories are “working,” and, if not, to determine how to fix them.

      ii. Angela U – any issues or concerns?

         Beth reported that at this point in time, 94% of our admitted students (for next year) fall into Category I, standard admission. This figure is higher than in past years. We are ahead of admits compared to last year.
c. semester goals, what we need to accomplish
   i. finalize post-review letters to faculty (Beth emailed 8 Dec 03)
      Beth distributed drafts of two letters, one for a successful review and one
      for an unsatisfactory review. Edits were suggested for each.

   ii. finalize drafts of program letters for areas under review in 2004-2005
       (Julie emailed 8 Dec 03; on S-drive). Edits were suggested.

d. UWP adoption of ACT writing test – update by Dave VB or Angela U
   UWP is not adopting the ACT writing test at this time. Madison will be and we
   will look at data they provide.

4. New Business
   a. Subcommittees meet, evaluation of portfolios  Subcommittees met briefly.

   b. Other?
      The meeting dates for Spring 2004 are: February 11 and 25, March 10 & 24, and
      April 14 & 28.

      February 11 is the new deadline for late files.