

**AAA Committee Annual Report
2006 – 2007**

Committee members for 2006 – 2007

Michele Curry (Chair – Nursing)

Pamela Connerly (NSM)

Frances Peacock (HFA)

Cheryl Stolle (EDUC)

Lora Baldwin (Library)

Greg Barton (HFA)

Denise Bullock (BSS)

Triple A Committee met on the third Tuesday of each month with meetings lasting one hour and fifteen minutes each with the exception of the April meeting being two hours in length. The committee met nine times from August 2006 thru April, 2007 with two student appeal hearings (August and January).

The committee reviewed thirty-one (31) student appeals. Twenty-five (25) student appeals were accepted and six (6) student appeals were denied.

Admissions and Academic Affairs – Charges for 2006-2007

- In what way have the changed admissions standards affected enrollment?
- Are students who are admitted on any probationary status being monitored and how do they progress through the stages to full admission status?
 - Verify the consistency of the IU East admissions policy with the university admissions policy. Are there areas where we can improve our policy? Do we need to keep the requirement of ACT/SAT scores?
 - Is the decision to determine the permissible length of summer courses a faculty decision or an administrative decision?
 - Review the process of suspension and probation evaluation. Determine whether the current process of evaluating at the end of each semester is adequate, or whether an additional early-semester evaluation is needed to catch students whose incompletes turned into F's.
 - Bring an Academic Forgiveness Policy as soon as possible.
 - Review adequacy of Admissions Policy in regards to Graduate Programs.

Forgiveness Policy

- Bring an Academic Forgiveness Policy as soon as possible.

Discussions regarding the Academic Forgiveness and changes to be made to the policy were reviewed. Some changes in wording were suggested in order to provide clarification on the recommendation of the Agenda Committee and Faculty Senate members. The committee was in favor of the Forgiveness Policy being presented at the October Senate meeting. This policy was accepted by the Faculty Senate on November 7, 2006.

Length of Summer Scheduled Classes

- Is the decision to determine the permissible length of summer courses a faculty decision or an administrative decision?

The committee was also asked to review the summer schedule changes of having classes either six weeks or twelve weeks in length. The committee had been asked by the Senate president, Dr. Marcus Pomper, to review the 6/6/12 schedule and decide whether it was an administrative action or needed to be brought before the Faculty Senate for voting and discussion. The AAA committee respectfully believes that while there was faculty concern for this change in the summer schedule it was an administrative decision.

Athletic Committee

The AAA Committee Chair asked Dr. Marcus Pomper to meet with Dr. Ben Young regarding the structure and/or criteria of the Athletic Committee since Dr. Pomper was an active part of the creation of the Athletic Policy in 2006.

Admission Policy

- Verify the consistency of the IU East admissions policy with the university admissions policy. Are there areas where we can improve our policy? Do we need to keep the requirement of ACT/SAT scores?

The committee was asked to look at the Indiana University East Admission Policy and how it coincides with the Indiana University Admission Policy. The committee is still in process of reviewing these policies. Half of both admission policies have been reviewed by the committee. Recommendations regarding changes to the Indiana University East Admission Policy will be brought forward to the IUE Faculty Senate in the fall of 2007. The recommendations that will be proposed are based on blending the IUE Admission Policy with the Indiana University Admission Policy document.

David Silberstein and Belinda Wyss were invited to February AAA meeting to review the advising categories component of the IUE Admission Policy. The advising department presented the committee with a written proposal that was believed to be a more accurate definition of other campuses' advising practices. The IUE Admission Policy lists five categories. The advising department is proposing two categories be used in order to be more in line with other advising departments on other IU campuses. The written proposal was shared with Dr. Lawrence Richards and Dr. Markus Pomper and will be taken into consideration with the recommendations of changes in the IUE Admission Policy.

ACT and SAT test scores have been discussed, but no decision was made by this committee at this time.

Undistributed Credit

The committee was asked to look at the process regarding undistributed credit and if such credit should be used for general education courses. A discussion with Dr. Lawrence Richards took place to bring clarification to this situation and how undistributed credit

was being handled at this time at IUE. The committee voted to allow undistributed credit to be applied to general educational courses or where the courses “fit” the best. The committee members were made aware that part of Larry Johnson’s responsibilities (Advising department) was to make the decision on where undistributed credit is applied. If there are situations where an undistributed course credit needed faculty input, than expedient input by faculty would occur to make the decision about the placement of the credit.

Wearing of Graduation Ceremony Honor Cords

The committee was asked to make the decision regarding students wearing honor cords that are graduating in July or August but wanting to participate in the May graduation ceremony.

It was agreed, by the committee, that if a student qualifies for wearing honor cords, they will be allowed to wear their honor cords in the May graduation ceremony.

Master Programs

Triple A was charged to look at the progress of implementing master degree programs and the reports that were brought forward to the AAA revealed that the master programs have been implemented and started this summer (2007).

Retention

- Review the process of suspension and probation evaluation. Determine whether the current process of evaluating at the end of each semester is adequate, or whether an additional early-semester evaluation is needed to catch students whose incompletes turned into F’s.
- Are students who are admitted on any probationary status being monitored and how do they progress through the stages to full admission status?
- In what way have the changed admissions standards affected enrollment?

This subject has been discussed several times in different ways throughout the year. The AAA Committee discussed changes in the admission standards and how these standards were effecting the enrollment. The committee has noticed and been concerned in the decrease in student appeals in comparison to the number of student suspensions. The committee chair discussed how students were monitored with the advising department.

Some students who come before the AAA Committee are requested, by the AAA Committee, to make a weekly appointments with their advisor as part of facilitating the student’s academic success. It was reported, by the advising department, that some students do follow-through well, while other students only come to their appointments once or twice and then do not return for the remainder of the semester. Notations of student’s visits are recorded in advising reports and on the student’s record.

In February, the AAA chair proposed that since the committee is seeing a decline in student appeals in ratio to student suspensions, a third student appeals opportunity should be provided for the students in the month of April. At present time, the AAA has two student appeal dates: January and August. It was proposed that the AAA add a third date

to be the third week in April. Students who had been suspended in the fall semester and who did not appeal in January would have an additional opportunity to appeal in April. It was believed, by the committee, that having three appeals would serve the students in a more productive way of providing opportunity for getting back into their educational pursuits. Starting January 2008, the AAA Committee will have three student appeal meetings: January, April, and August.

At the April AAA meeting, retention issues were further discussed and concerns were voiced by members. Based on the Noel Levitz report and the AAA Committee concerns, the committee has requested that retention be a part of the 2007-2008 charges for this committee. The request has been granted.

It is believed that retention is a multifaceted issue. It is the committee chair's intention to meet with Dr. Richards and Dr. Paydar to discuss interventions and areas of committee concerns. The Noel Levitz report will also be respected and utilized in the committee's efforts and interventions for improving retention. A list is being created of areas of concern so this subject can be approached by the committee in an organized and productive manner.

I wish to thank the Admissions and Academic Affairs Committee for their hard work, caring and supportive attitudes to students, and dedication to Indiana University East.

Respectfully Submitted,

Michele C. Curry MS, RN
Senior Lecturer
Admissions and Academic Affairs Committee Chair

AAA Committee for 2007 - 2008

Michele Curry (Chair, Nursing, '08)

Frances Peacock (HFA, '08)

Walter Scott (NSM, '08 – short term)

Lora Baldwin (Library, '09)

David Frantz (BUSE, '09)

Julien Simon (HFA, '09)

Cheryl Stolle (EDUC, '09)

Charge for 2007-08:

Admissions Policy

- In what way have the changed admissions standards affected enrollment?
- Are students who are admitted on any probationary status being monitored and how do they progress through the stages to full admission status?
- Verify the consistency of the IU East admissions policy with the university admissions policy. Are there areas where we can improve our policy? Do we need to keep the requirement of ACT/SAT scores?
- Is the decision to determine the permissible length of summer courses a faculty decision or an administrative decision?
- Review adequacy of Admissions Policy in regards to Graduate Programs.

Recurring Charges

- Hear student appeals of suspension and petition for reinstatement.
- Consider grade appeals, if any.

Student Retention

- Review the process of suspension and probation evaluation. Determine whether the current process of evaluating at the end of each semester is adequate, or whether an additional early-semester evaluation is needed to catch students whose incompletes turned into F's.
- Consider the possibility of administrative withdrawals for non-attending students.
- Consider re-instituting the Early-Warning Cards.