

Present: Sandra Westbrooks, Robin Benny, Richard Milo, Justin Akujieze, Tiffany Hope, Cheryl Green, Yvonne Harris, Rachel Lindsey, Sylvia Gist, Sonja Clayton-Pedderson (guest), Nelly Maynard, Fernando Diaz, Jason Ferguson, Miriam Mobly Smith, Joseph Balogun, Richard Darga, Ce Cole Dillon

Minutes for April 20 2011 approved as amended.

### Old Business

1. Technology Updates (Dillon): Dillon reports that because the university purchased a new server, Oracle wants to charge us a significant amount over that previously contracted to provide Banner 8.
2. Freshman Updates (Green): Data on academic warnings were analyzed and show that there is a consistent increase in warnings over the course of several semesters. The reasons for the increase are varied: increased faculty participation, increased number of SP notations, and increase in number of students at the lower end of admission standards, who are less ready for college success. Data indicate that there needs to be 27 credits earned before students can make the transition to their colleges, because under that number they are still Freshmen. Currently there are around 1200 students with fewer than 30 hours. A process has been developed to help students make the transition. Green reports that there are "rogue" advisors who are giving students PINS over the phone, thus undermining block scheduling and other processes designed to increase the retention of freshmen students. Deans will be notified who these advisors are, and Westbrooks asks that documentation be placed in their personnel files to indicate that it is unacceptable to bypass the freshman advising process established by Dr. Green.
3. Continuation of Discussion Regarding University College Admission (Westbrooks, Green): Data show that admitting students at the lower end of the ACT and GPA requirements is not effective because these students tend not to do not do well academically or to persist to graduation. Five hundred students have already applied for the University College for fall 2011, and they have been ranked. The top students from this pool will be admitted. For the 2010 cohort, a couple of students with ACTs of 14 seem to have been admitted, though it is unclear who made the decision to admit these students. Dr. Westbrooks did not make the decision. It may be that if students took the ACT twice, both scores were reported. There was an audit finding on the Financial Aid side because dates were changed on some students' admissions. Dr. Watson has been demanding that all units dealing with admissions communicate effectively with each other in planning and implementing plans for enrolling, retaining, and graduating students. Westbrooks suggests that whoever may admit students who don't meet ACT admissions requirements must take responsibility for ensuring the student meets requirements for admission by retaking the ACT. Policies must match process. Westbrooks asks did we not recruit enough students with higher credentials? Yes. However, in our zeal to grow enrollment, we enrolled students who are on the low end of the scale. Unless we can provide these students support that they can be forced to accept,

there is no sense letting these students in. Green suggests that there be standardized admissions practices across campus, because we have several paths to admission at CSU. Green is compiling a list of students who need to be put out of the university because they have not complied with requirements designed to help them to succeed. Westbrook suggests that benchmarks such as those in COE and CHS be used so that when students have not done the requirements by the benchmarks it is clear that they are in danger of being withdrawn from the university. Lindsey suggests looking at overall academic performance of those students who are getting into fights, etc. to see if there are any identifiable characteristics of students who get in trouble over behavioral issues. BAIT recommendations and guidelines are being finalized so all faculty know the process of checking these students' behaviors.

There must be documentation says Westbrook, in faculty members' personnel folders indicating areas where they have not followed established procedures. Especially important is that athletes are not dropped from classes because it endangers NCAA standing. A signature from Athletics must be on withdrawal form in order for students to drop; athletes will need at least three signatures to drop a class. Registrar must know this process so she can stop it there. The same goes for international students. If they drop a course, they can be sent home immediately. These topics must be emphasized at advisors' conferences. Hope will have an informational form ready for advisors by the beginning of Fall semester (2011). Dillon suggests that athletes and international students can have a hold put on that can prevent them from dropping...or some way of flagging them in the system so all will know not to let them drop.

Related: Westbrook discussed a proposal introduced at PEC to form a kind of "duel enrollment" in which 50 to 60 UC students (number not decided) take only 9 hours at CSU (these students would not be factored into the cohort) and 3 credit hours from community college faculty member who would teach the course here. The courses taken this way would be Spanish, and sociology. Additionally, since City Colleges has signed off on duel enrollment with CSU, there may be a similar agreement that can be made with them, especially with Kennedy King and Olive Harvey.

4. Enrollment updates: Applications are up. The retention rate for 2009 is 62%. Raising this rate further will depend on the ability of students to pay tuition with Pell and MAP funds. Students are going to get information on Financial Aid and financial management during orientation. The University needs to be proactive and host financial planning events for the parents of high school juniors and seniors. Harris mentions that some grants will pay for a whole college educational in certain areas if the student gets a job in specified public service jobs. Many public service jobs, held for a prescribed number of years can lead to debt forgiveness.

## **New Business**

5. Recommendations for Committee to Review Curricula for Senior Thesis (Westbrook): The Provost wants to see curricular patterns leading to the course in which the students write their theses rather than a single course. The committee would review the proposals and make recommendations for strengthening the curricular support for writing and

research skills. The Provost sees the process as being similar to program review. There should be a matrix showing increasingly difficult types of writing over the course of the student's academic career. The Writing Task Force can work with CTRE to help faculty and the committee develop processes.

6. Graduate Thesis (Akujieze): All graduate students enrolled fall 2011 and beyond will be required to complete a thesis.

### **Announcements**

Rachel Lindsey: Peacemaking: Mediation and Conflict Resolution curriculum has been approved at the college level.

Harris: Grant writing workshops will be held May 17 and 18.

Akujieze: Good turnout at graduate student research presentations.

Balogun: Invites all to induction ceremony.

Mobley-Smith: National Association of Chain Drugstores gave us \$4000 for scholarships.

Ferguson: Student activities is getting ready for the Bud Billiken parade.

Diaz: On May 5 will Cinco de Mayo in the rotunda from 6-8 pm.

Darga: May 24 is Julian's Sheinbuk's memorial.

President's Report is due immediately and must be in metric form.