

Admissions, Academic Standards, and Student Honors Committee  
 Friday, January 22, 2016 2 p.m.  
 Doc Bryan Student Services Building, Room 105  
 Minutes

The Admissions, Academic Standards, and Student Honors Committee meet on Friday, January 22, at 2 p.m. in Doc Bryan Student Services Building, Room 106. Member include:

- |                          |                                 |
|--------------------------|---------------------------------|
| Dr. Joshua Fisher (AH)   | Dr. Pam Dixon (GC)              |
| Dr. Zhi Tao (BA)         | Ms. Tammy Weaver (Registrar)    |
| Ms. Shaana Escobar (NHS) | MS. Shauna Donnell (Admissions) |
| Dr. Lucas Maxwell (EAS)  | Mitchell Mullen (SGA)           |
| Dr. Alaric Williams (ED) | Haley Ashe (SGA)                |

Dr. Fisher, Dr. Dixon, Ms. Weaver, Mr. Mullen, and Ms. Ashe were absent. Ms. Brandi Tripp was present from the Registrar's Office as a guest.

I. APPROVAL OF MINUTES

A. No minutes to approve

II. NEW BUSINESS

A. Summer Course Load Maximums

Motion by Dr. Maxwell, seconded by Dr. Escobar, to consider graduate and undergraduate course load maximums for summer the same as the policy for fall and spring. Motion approved.

B. AP Physics

Motion by Dr. Maxwell, seconded by Dr. Escobar, to accept the proposal from the Department of Physical Sciences recommending the below changes to the AP Program. Motion approved.

Test Code	Description	Score	Credit Awarded
AP16	Physics B	3	PHYS 2014 Physical Principles I & PHYS 2024 Physical Principles II
AP17	Physics C: Mechanics	3	PHYS 2124 General Physics II
AP26	Physics C: Electricity & Magnetism	3	PHYS 2114 General Physics I
AP33	Physics 1	3	PHYS 2014 Physical Principles I
AP34	Physics 2	3	PHYS 2024 Physical Principles II

*\$ 30 fee  
 approved  
 May 16 BOT*

C. ACCUPLACER

Motion by Dr. Escobar, seconded by Dr. Maxwell, to accept ACCUPLACER as a replacement for COMPASS as a placement tool for English, mathematics, and reading.  
Motion approved.

III. ADJOURNMENT

Admissions, Academic Standards, and Student Honors Committee  
Friday, January 22, 2016 2 p.m.  
Doc Bryan Student Services Building, Room 106  
Meeting Agenda

- I. APPROVAL OF MINUTES
  - A. No minutes to approve

- II. NEW BUSINESS

- A. Summer Course Load Maximums

Since we have moved to one summer term, we will determine summer course load maximums for graduate and undergraduate students. The recommendation is to use the fall/spring semester policies. See the policies below:

Undergraduate catalog policy:

Class Load Policy - A student can expect to spend 2-3 hours outside the class (for studying, homework, preparation, etc.) for each hour in the class. This means that a student can expect to spend 24-36 hours in studying for a 12 semester credit hour load. It is therefore recommended that a full-time student enroll in no more than 18 hours per semester (7 hours per summer session). Students working full-time are encouraged to take no more than 12 hours per semester. Students readmitted after academic suspension cannot take more than 12 hours per semester (3 hours per summer session). Students on academic probation must obtain approval from their advisor to enroll in more than 15 hours per semester. These totals include all courses for which students may enroll. Permission to take course loads above these maximums must be obtained in advance of registration from the dean of the college of the student's major.

Course Overload - Students who enroll above the maximum loads without securing permission from the dean will be dropped from their classes. To be considered for a course overload, the student must submit a petition to the dean and should meet the following criteria: 1. Have a 3.25 minimum grade point average in the preceding two summer sessions (minimum: 12 semester hours) or in the preceding fall or spring semester (minimum: 12 semester hours) at the university, or 2. Be in good academic standing in the college if in the last semester before graduation. The maximum overload permitted in any college by an approved petition is a load totaling 24 hours for a fall or spring semester, nine hours in summer session I or II, and 15 hours for any combination of summer enrollments. Overloads over 21 hours will be subject to review by the Office of Academic Affairs.

Graduate catalog policy:

Graduate Student Load - Graduate students may enroll for a maximum of twelve (12) hours of credit per semester during the academic year and six (6) hours of credit during each of the two summer terms. A one-credit-hour overload may be authorized by the

program director of the student's major department. A graduate student will be considered full-time if enrolled for nine (9) or more hours of credit during a regular semester or five (5) hours during a summer term. Graduate Assistants will be considered full-time if carrying six (6) or more hours. Students receiving financial aid should check with the Financial Aid office for requirements necessary to be considered a full time student. Permission to take more than the maximum loads stated above requires the written approval of the student's advisor, program director, and Graduate College Dean.

B. AP Physics

The Department of Physical Sciences is recommending the below changes to the AP Program:

Test Code	Description	Score	Credit Awarded
AP16	Physics B	3	<u>PHYS 2014 Physical Principles I &amp; PHYS 2024 Physical Principles II</u>
AP17	Physics C: Mechanics	3	<u>PHYS 2124 General Physics II</u>
AP26	Physics C: Electricity & Magnetism	3	<u>PHYS 2114 General Physics I</u>
AP33	Physics 1	X	X
AP34	Physics 2	X	X

C. ACCUPLACER

Discussion regarding adopting ACCUPLACER as a replacement for COMPASS (which will no longer be supported). ACCUPLACER is a placement tool for English, mathematics, and reading.

III. ADJOURNMENT

## Tammy Weaver

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**From:** Tammy Weaver  
**Sent:** Friday, November 13, 2015 3:02 PM  
**To:** Tammy Weaver  
**Cc:** Joshua Fisher; Zhi Tao; Escobar, Shaana Marie; Lucas Maxwell; Alaric Williams; Dixon, Pam D; Shauna Donnell; James Mullen; Lauren Ashe  
**Subject:** Admissions, Academic Standards, and Student Honors Committee Meeting

Admissions, Academic Standards, and Student Honors Committee Membership:

- Dr. Joshua Fisher - AH
- ✓ Dr. Zhi Tao - BA
- Ms. Shaana Escobar - NHS
- ✓ Dr. Lucas Maxwell - EAS
- ✓ Dr. Alaric Williams - ED
- ✓ Dr. Pam Dixon - GC
- ✓ Ms. Shauna Donnell - Admissions
- ✓ Ms. Tammy Weaver - Registrar
- Mr. Mitchell Mullen - SGA
- Ms. Haley Ashe - SGA

Please click on the below link and complete the survey so I can determine a date and time to schedule a meeting for the committee to discuss class load for summer 2016.

<http://doodle.com/poll/9ib4g3msapgk4nxx>

Because of changes in regulations for financial aid, Arkansas Tech will have one summer term beginning in summer 2016. The dates are detailed below:

2016 Summer Term  
May 9 – August 5 (13 weeks)

Session 1: May 31 – July 1 (5 weeks)  
Session 2: July 5 – August 5 (5 weeks)  
Session 3: May 31 – August 5 (10 weeks)

Because of the change, the committee will need to make a recommendation for class load. Below details the undergraduate and graduate course load policies:

The undergraduate policy is listed below:

### Class Load Policy

A student can expect to spend 2-3 hours outside the class (for studying, homework, preparation, etc.) for each hour in the class. This means that a student can expect to spend 24-36 hours in studying for a 12 semester credit hour load. It is therefore recommended that a full-time student enroll in no more than 18 hours per semester (7 hours per summer session). Students working full-time are encouraged to take no more than 12 hours per semester. Students readmitted after academic suspension cannot take more than 12 hours per semester (3 hours per summer session). Students on academic probation must obtain approval from their advisor to enroll in more than 15 hours per semester. These totals include all courses for which students may enroll. Permission to take course loads above these maximums must be obtained in advance of registration from the dean of the college of the student's major.

### Course Overload

Students who enroll above the maximum loads without securing permission from the dean will be dropped from their classes. To be considered for a course overload, the student must submit a petition to the dean and should meet the following criteria:

1. Have a 3.25 minimum grade point average in the preceding two summer sessions (minimum: 12 semester hours) or in the preceding fall or spring semester (minimum: 12 semester hours) at the university, or
2. Be in good academic standing in the college if in the last semester before graduation.

The maximum overload permitted in any college by an approved petition is a load totaling 24 hours for a fall or spring semester, nine hours in summer session I or II, and 15 hours for any combination of summer enrollments. Overloads over 21 hours will be subject to review by the Office of Academic Affairs.

The graduate policy is listed below:

#### Graduate Student Load

Graduate students may enroll for a maximum of twelve (12) hours of credit per semester during the academic year and six (6) hours of credit during each of the two summer terms. A one-credit-hour overload may be authorized by the program director of the student's major department. A graduate student will be considered full-time if enrolled for nine (9) or more hours of credit during a regular semester or five (5) hours during a summer term. Graduate Assistants will be considered full-time if carrying six (6) or more hours. Students receiving financial aid should check with the Financial Aid office for requirements necessary to be considered a full time student. Permission to take more than the maximum loads stated above requires the written approval of the student's advisor, program director, and Graduate College Dean.

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Tammy Weaver

# Admissions, Academic Standards, Student Honors

**From:** Shauna Donnell  
**Sent:** Monday, December 14, 2015 9:04 AM  
**To:** Tammy Weaver  
**Subject:** FW: AP Physics

Do you want the below recommendation in memo form? Or can we just list modification and approval for AP Physics as an agenda item?  
--Shauna

Shauna S. Donnell, Director of Admissions  
Assistant Vice President for Enrollment  
Arkansas Tech University  
1605 Coliseum Drive, Room 147  
Russellville AR 72801-2222  
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[sdonnell@atu.edu](mailto:sdonnell@atu.edu)



**From:** Jeff Robertson  
**Sent:** Friday, December 11, 2015 5:53 PM  
**To:** Shauna Donnell  
**Subject:** Re: AP Physics

Buh-weet says O-Tay!

Jeff W. Robertson, Ph.D.  
Professor of Astrophysics and Dean,  
College of Natural & Health Sciences  
1701 N. Boulder Ave.  
Russellville, AR 72801-2222  
(479)964-0548  
<http://www.atu.edu/nhs>

On Dec 11, 2015, at 5:11 PM, Shauna Donnell <[sdonnell@atu.edu](mailto:sdonnell@atu.edu)> wrote:

I will take this forward based on your recommendation. Okay?

Test Code	Description	Score	Credit Awarded
AP16	Physics B	3	<u>PHYS 2014 Physical Principles I &amp; PHYS 2024 Physical Principles II</u>
AP17	Physics C: Mechanics	3	<u>PHYS 2014 Physical Principles I</u>

		4	<u>PHYS 2114 General Physics I</u>
AP26	Physics C: Electricity & Magnetism	3	<u>PHYS 2024 Physical Principles II</u>
		4	<u>PHYS 2124 General Physics II</u>
AP33	Physics 1	X	<u>PHYS 2014 Physical Principles I</u>
AP34	Physics 2	X	<u>PHYS 2024 Physical Principles II</u>

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sdonnell@atu.edu




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**From:** James Musser  
**Sent:** Friday, December 11, 2015 5:02 PM  
**To:** Shauna Donnell; Jeff Robertson  
**Cc:** Marika Lederman  
**Subject:** Re: AP Physics

Shauna,

I would not explicitly list the labs, since they are not for credit (they contribute to the grade in the lecture courses) and they are not listed in the eight semester plans as required courses. In other words, there is no credit to receive for the labs and they do not fulfill any degree requirements.

Jim

Jim Musser, Ph.D.  
Associate Professor of Physics  
Head, Department of Physical Sciences  
Arkansas Tech University

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**From:** Shauna Donnell  
**Sent:** Friday, December 11, 2015 2:45 PM  
**To:** James Musser; Jeff Robertson  
**Cc:** Marika Lederman  
**Subject:** RE: AP Physics

Jim,

Please, check my inserts below. Do we need PHYS 2000 and PHYS 2010 specifically listed with the appropriate courses in AP 16, AP17, and AP 26, or removed from the non-credit labs from the descriptions in AP33 and AP 34?



Test Code	Description	Score	Credit Awarded
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AP17	Physics C: Mechanics	3	<u>PHYS 2014 Physical Principles I</u>
		4	<u>PHYS 2114 General Physics I</u>
AP26	Physics C: Electricity & Magnetism	3	<u>PHYS 2024 Physical Principles II</u>
		4	<u>PHYS 2124 General Physics II</u>
AP33	Physics 1	X	<u>PHYS 2014 Physical Principles I</u>
AP34	Physics 2	X	<u>PHYS 2024 Physical Principles II</u>

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## Tammy Weaver

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**From:** Shauna Donnell  
**Sent:** Monday, December 14, 2015 3:13 PM  
**To:** Tammy Weaver  
**Subject:** RE: SAT redesign

May is when I have tagged in my Outlook to search for the concordance. As soon as I hear back from Wyatt, I will build and notify everyone. ☺

Have I already told you that I need ACCUPLACER on the January meeting too?

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**From:** Tammy Weaver  
**Sent:** Monday, December 14, 2015 3:12 PM  
**To:** Shauna Donnell  
**Subject:** RE: SAT redesign

Shauna:

These look good. We will get the equivalencies April or May?

Tammy Rhodes Weaver, Registrar  
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Email: [tweaver@atu.edu](mailto:tweaver@atu.edu)



**From:** Shauna Donnell  
**Sent:** Monday, December 14, 2015 3:11 PM  
**To:** Tammy Weaver; John Wyatt Watson  
**Cc:** Alexis Scrimshire  
**Subject:** RE: SAT redesign

Okay so I am building the highlighted option below. Agreed?

**From:** Shauna Donnell  
**Sent:** Thursday, June 25, 2015 2:14 PM  
**To:** John Wyatt Watson  
**Subject:** SAT redesign  
**Importance:** High

In 2006, SAT redesign took us from a 1600 composite to a 2400 composite. In 2016, College Board is returning to a 1600 composite. The question is, do we want to resort back to the old codes? For composite and math, it would be fine. However, the third exam shows a different content emphasis. Your thoughts? I am thinking about SOLD COMPOSITE, S10 EVIDENCE-BASED READING AND WRITING, and S02 MATH? Or do we create all new codes? S10 COMPOSITE, S11 EVIDENCE-BASED READING AND WRITING, and S12 MATH?

SOLD (1600 MAX)  
S01 CRITICAL READING/VERBAL 200-800  
S02 MATH 200-800

S00 COMPOSITE (2400 MAX)  
S01 CRITICAL READING/VERBAL 200-800  
S02 MATH 200-800  
S07 WRITING 200-800

SXX COMPOSITE (1600 MAX)  
SXX EVIDENCE-BASED READING AND WRITING 200-800  
SXX MATH 200-800

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**From:** Tammy Weaver  
**Sent:** Monday, December 14, 2015 3:02 PM  
**To:** Shauna Donnell; John Wyatt Watson  
**Cc:** Alexis Scrimshire  
**Subject:** RE: SAT redesign

I vote for new codes.

Tammy Rhodes Weaver, Registrar  
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**From:** Shauna Donnell  
**Sent:** Monday, December 14, 2015 2:58 PM  
**To:** John Wyatt Watson; Tammy Weaver  
**Cc:** Alexis Scrimshire  
**Subject:** RE: SAT redesign

Probably less issues is we use new codes. I need to added something within the test code description that labels the timeframe. Make sense? It is confusing within itself for them to go from 1600 to 2400 back to 1600 on composite.

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**From:** John Wyatt Watson  
**Sent:** Monday, December 14, 2015 2:51 PM  
**To:** Shauna Donnell; Tammy Weaver

**Cc:** Alexis Scrimshire  
**Subject:** RE: SAT redesign

It makes me nervous to re-use the old codes, even if the tests are supposed to be the same content. What issues will we create by using new codes?  
Wyatt

John "Wyatt" Watson  
Director of Institutional Research  
Arkansas Tech University  
Admin. Bldg. #200  
Russellville, AR 72801  
(479) 964-3213

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**From:** Shauna Donnell  
**Sent:** Thursday, December 10, 2015 1:35 PM  
**To:** Tammy Weaver <[tweaver@atu.edu](mailto:tweaver@atu.edu)>; John Wyatt Watson <[wwatson@atu.edu](mailto:wwatson@atu.edu)>  
**Cc:** Alexis Scrimshire <[ascrimshire@atu.edu](mailto:ascrimshire@atu.edu)>  
**Subject:** RE: SAT redesign

Timetable for concordance.

- Redesigned SAT to current SAT: May 2016
- Derived concordance of redesigned SAT to ACT\*: May 2016

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**From:** Tammy Weaver  
**Sent:** Thursday, December 10, 2015 1:14 PM

**To:** Shauna Donnell; John Wyatt Watson  
**Cc:** Alexis Scrimshire  
**Subject:** RE: SAT redesign

When we decide what codes we will use, I will need the codes and concordance for math equivalent for 19, 22, and 24. These prerequisites exist for the following math courses:

MATH 1003, 1113 – 19 ACT  
MATH 1203, 1914, 2223, 2243 – 22 ACT  
MATH 2914 – 24 ACT  
ENGL 1013 – 19 ACT

I will need to update the catalog prerequisites and each section of the courses built in 201620. I would love to have this fixed at the catalog level before we open build for 201540 and 201570.

Thanks.

Tammy

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**From:** Shauna Donnell  
**Sent:** Thursday, December 10, 2015 12:31 PM  
**To:** John Wyatt Watson  
**Cc:** Tammy Weaver  
**Subject:** SAT redesign  
**Importance:** High

Wyatt,  
I sent you an email June 25 that discussed how we could set up the SAT change. Since I had to purge all my emails, I only have a hard copy attached. ☺ Since we can no longer delay, what are your thoughts? If we create new codes, TW will need them for remediation coding.  
--Shauna

Shauna S. Donnell, Director of Admissions  
Assistant Vice President for Enrollment  
Arkansas Tech University  
1605 Coliseum Drive, Room 147  
Russellville AR 72801-2222

## **Shauna Donnell**

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**From:** Shauna Donnell  
**Sent:** Thursday, June 25, 2015 5:04 PM  
**To:** John Wyatt Watson  
**Subject:** RE: SAT redesign

New scores will not be reported until March 2016 test administration. You know I work ahead because I am always behind. 😊

Shauna S. Donnell, Assistant Vice President  
Enrollment Management  
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**From:** John Wyatt Watson  
**Sent:** Thursday, June 25, 2015 4:26 PM  
**To:** Shauna Donnell  
**Subject:** RE: SAT redesign

How fast do we need a decision?

John "Wyatt" Watson  
Director of Institutional Research  
Arkansas Tech University  
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**Sent:** Thursday, June 25, 2015 2:14 PM

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**Subject:** SAT redesign

**Importance:** High

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SOLD (1600 MAX)

S01 CRITICAL READING/VERBAL 200-800

S02 MATH 200-800

S00 COMPOSITE (2400 MAX)

S01 CRITICAL READING/VERBAL 200-800

S02 MATH 200-800

S07 WRITING 200-800

SXX COMPOSITE (1600 MAX)

SXX EVIDENCE-BASED READING AND WRITING 200-800

SXX MATH 200-800

Shauna S. Donnell, Assistant Vice President  
Enrollment Management  
Arkansas Tech University