

Admissions, Academic Standards, and Student Honors Committee
Thursday, January 17, 2019
Minutes

The Admissions, Academic Standards, and Student Honors Committee conducted an electronic meeting on Thursday, January 17. Members include:

Completing Last Year of 2 Year Term:	Dr. Latasha Holt (ED)
Dr. Justin Moss (AH)	Dr. Seung Suk Lee (EAS)
Dr. Loretta Cochran (BA)	Ms. Tammy Weaver, Registrar
Dr. Shelly Daily (NHS)	Ms. Jessica Brock, Admissions
Newly Elected for 2 Year Term:	Ms. Carol Hanan, Librarian

All members responded to the email with vote and comments.

I. APPROVAL OF MINUTES

A. No minutes to approve

II. NEW BUSINESS

A. Mechanical and Electrical Engineering Departments transfer policy

Motion to approve the request from Departments of Mechanical and Electrical Engineering to implement a transfer policy. Motion approved by electronic vote.

B. CLEP College Level Examination Program policy change

Motion to approve the request to remove sentence #3 from the CLEP College Level Examination Program policy. Motion approved by electronic vote.

Tammy Weaver

From: Tammy Weaver
Sent: Tuesday, January 15, 2019 1:55 PM
To: Alexis Scrimshire; 'Brandi Tripp'; Dr. Justin Moss; Dr. Latasha Holt; Dr. Loretta Cochran; Dr. Seung Suk Lee; Ms. Carol Hanan; Ms. Jessica Brock; Ms. Shelly Daily; Tammy Weaver
Subject: Admissions, Academic Standards, and Student Honors Committee
Attachments: Revised_Transfer_Policy_ENGR.pdf; CLEP Policy.pdf

Admissions, Academic Standards, and Student Honors Committee

Membership:

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- ✓ Dr. Justin Moss (AH)
- ✓ Dr. Loretta Cochran (BA)
- ✓ Dr. Shelly Daily (NHS)

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- ✓ Dr. Seung Suk Lee (EAS)

- ✓ Ms. Tammy Weaver, Registrar
- ✓ Ms. Jessica Brock, Admissions
- ✓ Ms. Carol Hanan, Librarian

I have 2 items for the committee to consider. If there are no objections, I would like to propose an electronic vote on the attached items.

1. Mechanical and Electrical Engineering Departments transfer policy
2. CLEP College Level Examination Program policy change – Remove sentence #3 from the policy

If an electronic vote is acceptable, please email me your response. Thanks.

Tammy

Tammy Weaver, Registrar
Arkansas Tech University
Office of the Registrar
Brown Building, Suite 307
105 West O Street
Russellville, AR 72801-2222

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Transfer Policy
Electrical and Mechanical Engineering Departments
- Proposal -

1. Upper level engineering courses (3000 and 4000 level) are transferable from ABET accredited institutions accredited by the Engineering Accreditation Commission (EAC).
2. Engineering senior design course credits are not transferable.
3. No more than 12 credit hours of the required 3000 – 4000 level engineering, engineering elective or technical elective course credits may be transferred.
4. All transfer courses from U.S. universities must be from institutions of higher education which have been accredited by a regional accrediting agency.
5. Courses presented for transfer credit from non-U.S. institutions which are not ABET accredited must be accompanied by supporting materials such as course outlines, catalog descriptions, and, possibly, examples of student work, tests, etc. All such supporting material must be presented in English and must also meet any additional requirements imposed by the Office of Admissions and the Registrar. Arkansas Tech University requires the applicant to submit his/her academic credentials to a credential evaluation service. Preapproved courses from institutions in the ATU Study Abroad Program are exempt from these requirements.

Tammy Weaver

Subject: CLEP Approval

From: Brandi Tripp
Sent: Tuesday, January 15, 2019 9:01 AM
To: Tammy Weaver <tweaver@atu.edu>
Subject: CLEP Approval

Tammy,

I need your assistance with this one. We have not been enforcing that students can only receive credit in one subject area nor that the department has to approve the credit can count towards the degree. I was not aware this was a policy. We just look for no more than 30 hours of exam and military hours. Tons of students have not met this policy. It is common for them to have CLEP for HIST 1503 and 1513 as well and both COMP I & II. Is this something we ask to be changed in the next catalog. Here is the full policy as state in the catalog:

College Level Examination Program (CLEP)

CLEP allows students to earn credit toward graduation by attaining Tech's qualifying score on either the general and/or subject examinations. Credit earned through CLEP may satisfy general education requirements. No more than one subject examination may be taken in a particular departmental area, and students must have prior approval from the department in which they are majoring to count the hours toward graduation. It is recommended that an ACT sub-score of 24 or above or an SAT sub-score of 500 or above be used as a guideline for attempting to earn credit through CLEP. Following are the CLEP examinations that Tech will accept, the corresponding qualifying score required, and credit awarded.

Tammy Weaver

From: Justin Moss
Sent: Wednesday, January 16, 2019 2:47 PM
To: Tammy Weaver
Subject: Re: Admissions, Academic Standards, and Student Honors Committee

Hi Tammy,

After reviewing both policies, I vote to approve both electronically. Please let me know if you need any additional information.

Justin

--

Justin Moss, PhD
Assistant Professor of Psychology
Department of Behavioral Sciences
Arkansas Tech University

From: Tammy Weaver
Sent: Tuesday, January 15, 2019 1:54 PM
To: Alexis Scrimshire; Brandi Tripp; Justin Moss; Latasha Holt; Loretta Cochran; Seung Lee; Hanan, Carol Ann; Jessica Brock; Shelly Daily; Tammy Weaver
Subject: Admissions, Academic Standards, and Student Honors Committee

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Tammy Weaver

From: Loretta Cochran
Sent: Tuesday, January 15, 2019 3:05 PM
To: Tammy Weaver
Subject: RE: Admissions, Academic Standards, and Student Honors Committee

Works for me! Loretta

From: Tammy Weaver
Sent: Tuesday, January 15, 2019 3:04 PM
To: Loretta Cochran <lcochran@atu.edu>
Subject: RE: Admissions, Academic Standards, and Student Honors Committee

Loretta

Item 4 on the ENGR proposal isn't necessary since Tech doesn't accept transfer work from a non-regionally accredited school. They want these 4 items to appear in their intro sections for mechanical and electrical. We mention this in the admission section of the catalog. I feel like Academic Affairs will only list 1-3 and 5.

The 30 total hours of institutional credit is listed in the graduation requirements section of the catalog. I feel like we could mention that in this section too.

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From: Loretta Cochran
Sent: Tuesday, January 15, 2019 2:54 PM
To: Tammy Weaver <tweaver@atu.edu>
Subject: RE: Admissions, Academic Standards, and Student Honors Committee

Two quick questions

- on the Engineering one, do we even take academic credit from non-accredited universities?
- for CLEP, do we need to include the 30 limit Brandi mentions or does it appear near this paragraph in the catalog???

Tammy Weaver

From: Loretta Cochran
Sent: Tuesday, January 15, 2019 2:54 PM
To: Tammy Weaver
Subject: RE: Admissions, Academic Standards, and Student Honors Committee

Two quick questions

- on the Engineering one, do we even take academic credit from non-accredited universities?
- for CLEP, do we need to include the 30 limit Brandi mentions or does it appear near this paragraph in the catalog???

I'm fine with both. I just wanted to make sure that the Engineering policy didn't just repeat things that were University standards. Otherwise, they work for me! Loretta

From: Tammy Weaver
Sent: Tuesday, January 15, 2019 1:55 PM
To: Alexis Scrimshire <ascrimshire@atu.edu>; Brandi Tripp <btripp@atu.edu>; Justin Moss <jmoss12@atu.edu>; Latasha Holt <lholt@atu.edu>; Loretta Cochran <lcochran@atu.edu>; Seung Lee <slee17@atu.edu>; Hanan, Carol Ann <chanan@atu.edu>; Jessica Brock <jbrock15@atu.edu>; Shelly Daily <sdaily@atu.edu>; Tammy Weaver <tweaver@atu.edu>
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Dr. Seung Suk Lee (EAS)

Ms. Tammy Weaver, Registrar
Ms. Jessica Brock, Admissions
Ms. Carol Hanan, Librarian

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If an electronic vote is acceptable, please email me your response. Thanks.

Tammy

Tammy Weaver, Registrar

Tammy Weaver

From: Shelly Daily
Sent: Tuesday, January 15, 2019 8:01 PM
To: Tammy Weaver
Subject: Re: Admissions, Academic Standards, and Student Honors Committee

I vote yes for the two proposed changes

Shelly Daily
Professor of Nursing

From: Tammy Weaver
Sent: Tuesday, January 15, 2019 1:54:56 PM
To: Alexis Scrimshire; Brandi Tripp; Justin Moss; Latasha Holt; Loretta Cochran; Seung Lee; Hanan, Carol Ann; Jessica Brock; Shelly Daily; Tammy Weaver
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Russellville, AR 72801-2222

Tammy Weaver

From: Latasha Holt
Sent: Wednesday, January 16, 2019 11:00 AM
To: Tammy Weaver
Subject: Re: Admissions, Academic Standards, and Student Honors Committee

Tammy,
This seems fine. I am new to this...
Let me know if I what else I can do to help.

Latasha Holt, PhD
Assistant Professor of Curriculum and Instruction
Arkansas Tech University
479-964-3256
lholt@atu.edu
www.drlatashaholt.com

ARKANSAS TECH
UNIVERSITY



College of Education

Celebrating 90 Years of Excellence

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Sent: Tuesday, January 15, 2019 1:54 PM
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Ms. Tammy Weaver, Registrar

Tammy Weaver

From: Seung Lee
Sent: Wednesday, January 16, 2019 1:32 PM
To: Tammy Weaver
Subject: RE: Admissions, Academic Standards, and Student Honors Committee

Hi there!

I have read the attached items and I have no objections on these.
It sounds good to me.
Thank you.

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Tammy

Tammy Weaver, Registrar
Arkansas Tech University
Office of the Registrar

Tammy Weaver

From: Tammy Weaver
Sent: Thursday, January 17, 2019 1:47 PM
To: Tammy Weaver
Subject: RE: Admissions, Academic Standards, and Student Honors Committee

I approve the two requests presented.

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Ms. Tammy Weaver, Registrar
Ms. Jessica Brock, Admissions

Tammy Weaver

From: Jessica Brock
Sent: Thursday, January 17, 2019 2:29 PM
To: Tammy Weaver
Subject: RE: Admissions, Academic Standards, and Student Honors Committee

Yes, I agree with both proposals.

Thanks!



Jessica Brock
Director of Admissions
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479-964-0583 ext 3408 | Fax 479-964-0522 | Follow us:   
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Tammy Weaver

From: Hanan, Carol Ann
Sent: Wednesday, January 16, 2019 12:20 PM
To: Tammy Weaver
Subject: RE: Admissions, Academic Standards, and Student Honors Committee

Hi Tammy,

I agree to accept the Mechanical and Electrical Engineering Departments transfer policy and eliminating sentence 3 from the 2. CLEP College Level Examination Program description.

Best,
Carol

Carol Hanan
Electronic and Continuing Resources Librarian
Pendergraft Library and Technology Center
Arkansas Tech University
305 West Q Street
Russellville, AR 72801
479-968-0288
chanan@atu.edu

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