

## Proposed Changes to the Admissions Subcommittee

Below are a clean version and track changes version of proposed changes to the Admissions Subcommittee. The intent of these changes is to accommodate the increased workload of the committee and better support enrollment efforts as WSU implements enrollment-related policy changes. Note that the committee would move from being a subcommittee, to being a committee; its chair will attend Steering meetings.

### Clean Version

#### Proposed Admissions Committee Language

Admissions and Enrollment Committee

#### **Function**

- Serves in an advisory capacity on issues related to undergraduate recruitment, admissions, retention, and enrollment in the WSU system. Reviews and appraises policies and procedures related to undergraduate recruitment, admission, and retention. Consults with the Academic Affairs Committee on those policies that jointly affect enrollment and undergraduate education.
- Attends meetings of WSU enrollment management groups (e.g., the Systemwide Enrollment Management Advisory Group), and reports these groups' activities to the Faculty Senate Steering Committee.
- Serves as an appeals board for all challenges to the administration or application of admission rules and credit transfer regulations in the WSU system.

#### **Composition and tenure**

- Six faculty, representing at least three geographical areas (F)
- Up to three system representatives/designees from the provost's office (e.g., Vice Provost for Academic Engagement and Student Achievement; Vice Provost for Enrollment Management, Director of Admissions; Director of Academic Success and Career Center) (X, #)
- Executive director of university advising (X, #)
- A campus representative from a unit serving students (e.g., Multicultural Student Services [Pullman], MOSAIC Center [Tri-Cities], Center for Intercultural Learning and Affirmation [Vancouver]) (X, #)
- A campus representative for admissions (X, #)
- A campus representative for student affairs (X, #)
- A campus representative for the registrar (X, #)
- An undergraduate student with one-year term (renewable) (U)

#### **Additional notes**

- Chair elected by the Committee.
- Responsible to: Faculty Senate

- Reports to: Faculty Senate and the president through the provost and executive vice president

### **Proposed Committee Overview Language**

Members of the standing committees and their subcommittees of the Senate, except where the contrary is indicated, are elected by the Senate on the basis of nominations from the Committee on Committees and from the Senate floor. Campus faculty governance units can request that the Committee on Committees reserve a seat on the specified committee to be appointed by the campus faculty governance unit. Any individual may be elected by the Senate to its committees, and subcommittees may include members who are not members of the parent committee. With the exception of the Admissions and Enrollment Committee, Budget Committee, the Faculty Affairs Committee, the Committee on Committees, and the Steering Committee, there must be student representation equivalent in number to at least twenty-five percent of the voting faculty members. All committees should have representation from at least three geographical regions.

### **Proposed AAC Committee Language**

#### **Function**

- On a continuous basis, reviews and appraises educational policies and programs of Washington State University, except those applying exclusively to graduate education or the professional health sciences.
- Makes recommendations to the Faculty Senate concerning academic policies and procedures for undergraduate courses and curricula, new bachelor degree programs, minimum University requirements for graduation, scholastic standards, calendar, catalog, examinations, summer session, and educational innovation. Also considers similar policies and procedures for all non-health-related professional degree programs.
- Receives, reviews, and acts upon policy recommendations of its permanent subcommittees.

#### **Additional notes**

- The vice-chair is elected by the committee and becomes the chair. The chair may serve two consecutive terms.
- Permanent Subcommittees: University Academic Advising Council, and Catalog.
- Whenever possible, at least one non-*ex officio* member of the Academic Affairs Committee shall serve on each of the permanent subcommittees.
- Has representation on the Budget and Steering Committees.
- Responsible to: Faculty Senate.
- Reports to: Faculty Senate and the president, through the provost and executive vice president.

### **Proposed Steering Committee Language**

## Composition and tenure

- The Executive Committee including the chair, chair-elect, past chair and executive secretary of the Faculty Senate shall, *ipso facto*, be members and officers of the Steering Committee. (X)
- One senator from each of the campuses specifically allotted one or more senators and the chairs of the following committees: Academic Affairs, Admission and Enrollment, Budget, Faculty Affairs, Graduate Studies, Professional Health Sciences, and Research and Arts. Note that when there are multiple senators representing a campus, or co-chairs of a committee, they are all welcome to attend the Steering Committee meetings, but each campus or committee shall only have one vote. (X)
- The Faculty Senate Legislative Representative. (X)

## Track Changes Version

### Proposed Admissions Committee Language

Admissions ~~and Enrollment Subcommittee~~ Committee

#### **Time Commitment**

~~The Admissions Subcommittee typically meets twice a semester to review appeals. The number of appeals ranges from about 3-20. Workload is about 5-10 hours per semester.~~

#### **Function**

- ~~Makes recommendations to the Academic Affairs Committee concerning admission policies, regulations, and rules.~~
- Serves in an advisory capacity on issues related to undergraduate recruitment, admissions, retention, and enrollment in the WSU system to the Admissions staff by interpreting admission rules, regulations, and policies established by the Board of Regents or the Senate. Reviews and appraises policies and procedures related to undergraduate recruitment, admission, and retention. Consults with the Academic Affairs Committee on those policies that jointly affect enrollment and undergraduate education.
- Attends meetings of WSU enrollment management groups (e.g., the Systemwide Enrollment Management Advisory Group), and reports these groups' activities to the Faculty Senate Steering Committee.
- Serves as an appeals board for all challenges to the administration or application of admission rules and credit transfer regulations in the WSU system.

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- Executive director of university advising (X, #)
- A campus representative from a unit serving students (e.g., Multicultural Student Services [Pullman], MOSAIC Center [Tri-Cities], Center for Intercultural Learning and Affirmation [Vancouver]) (X, #)

- A campus representative for admissions (X, #)
- A campus representative for student affairs (X, #)
- A campus representative for the registrar (X,#)
- An undergraduate student with one-year term (renewable) (U)
- ~~One graduate student with one-year terms (renewable). (G)~~
- ~~Director, Admissions; director, Advising; director, Center for Academic and Career Development, or designee; director, Multicultural Student Services; director, Access Center. (X)(#)~~
- ~~One student or faculty member of the Academic Affairs Committee chosen by that committee. (A)~~

#### **Additional notes**

- Chair elected by the C-Subcommittee.
- Responsible to: ~~Academic Affairs Committee~~Faculty Senate
- Reports to: Faculty Senate and the president through the provost and executive vice president~~Academic Affairs Committee and the president, through the provost and executive vice president.~~

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- The Faculty Senate Legislative Representative. (X)