UNIVERSITY OF ILLINOIS AT SPRINGFIELD
CAMPUS SENATE 2010/2011
RESOLUTION 40-17

Changes to the UIS Campus Senate Bylaws
Committee on Admissions, Recruitment, and Retention

WHEREAS, Committee on Admissions, Recruitment, and Retention was created in 2008 to ensure that faculty are able to execute their proper role in setting academic policies and exercising legislative oversight in relation to the implementation of those policies by reviewing, evaluating, and monitoring UIS admissions, recruitment, and retention practices, procedures, and programs; and

WHEREAS, Committee on Admissions, Recruitment, and Retention is currently under suspension for AY 2010/11; and

WHEREAS, difficulties in scheduling meetings because of a very large membership has curtailed the effectiveness of the Committee; and

WHEREAS, a reduced membership can facilitate scheduling without undermining the proper functioning of the Committee;

THEREFORE, BE IT RESOLVED that the Campus Senate of the University of Illinois at Springfield amend its bylaws to modify the membership and sharpen the focus of Committee on Admissions, Recruitment, and Retention as follows:

COMMITTEE ON ADMISSIONS, RECRUITMENT, AND RETENTION

1) Duties

The Committee shall have responsibility for developing, monitoring, and evaluating campus educational policies and standards related to admission and readmission of students to UIS and to degree and certificate programs, articulation with secondary schools, community colleges, and other universities; and for educational programs and policies which concern the retention of students, registration, and class scheduling. It
shall make recommendations on procedures and practices in the Offices of Records and Registration, Admissions, Financial Assistance, and Enrollment Management that have an effect on the attainment of the University’s educational objectives.

The Committee shall serve as an advisory body to the Office of Enrollment Management and the Offices of Records and Registration, Admissions, and Financial Assistance and the Offices of Undergraduate and Graduate Education on various matters that have an effect on the attainment of the University’s education objectives.

The Committee shall make recommendations on procedures and practices related to recruitment, publications, financial aid, student record keeping, class scheduling and registration.

The Committee shall monitor such activities and make appropriate recommendations for Senate action. Specific responsibilities include, but are not limited to:

A) periodically reporting and recommending to the Senate any changes in the standards for UIS admission, graduation requirements, scholarships, and honors; and

B) monitoring research on admission criteria that might be used to inform admissions standards; and

C) refining and interpreting and making recommendations to the Senate regarding UIS admissions standards in relation to analysis of UIS outcomes; and

D) developing and recommending to the Senate policies governing the review for prospective undergraduate students who are being considered for admission to UIS under alternative admissions policies and rules, including the role of faculty in such review; and

E) determining and overseeing the appropriate locus of decision-making for how and which body shall make final determinations on all academic petitions and appeals, including decisions on campus admission, readmission, campus credit transfer policies, and any other academic matters; and

F) periodically evaluating and monitoring making recommendations to the Senate regarding admission, readmission, recruitment and retention programs, policies, and practices; and

G) serving as a liaison between the Office of Enrollment Management, the Senate, the Undergraduate and Graduate Councils, the Offices of the Associate Vice Chancellors for Undergraduate and Graduate Education, and the Office of Institutional Research, and the Colleges; and
serving as a liaison between the Office of Enrollment Management and the campus in campus-wide recruitment and retention efforts.

2) Membership

The voting membership of the Committee shall consist of four seven tenured faculty members, at least four of whom currently serve or have served as Department Chair within the past 3 years, each from separate Departments or academic units, with two from the College of Liberal Arts and Sciences, and one from each of the other degree-granting Colleges, and two faculty at large, except that no more than three faculty shall be from one college. Among these faculty there shall be representation at least one faculty from a graduate, an undergraduate, and an online degree programs. Additional voting members shall consist of one undergraduate student and one graduate student from separate colleges, and one academic professional appointed by APAC whose daily work responsibilities include student instruction and other activities directly related to student teaching and learning. Ex-officio and non voting members are Vice Chancellor for Student Affairs who, among others, oversees enrollment management, and Vice Chancellor for Academic Affairs or her/his designee; members shall consist of the Director of the Office of Enrollment Management; the Registrar or designee; the Director of Admissions or designee; the Director of the Office of Financial Assistance; the Associate Vice Chancellor for Undergraduate Education or designee; the Associate Vice Chancellor for Graduate Education or designee; and the Director of the Capital Scholars Honor Program or designee; a Dean or associate Dean of one of the degree-granting colleges; and a designee of the Office of International Student Services.

Faculty members shall be appointed to three-year terms and may be reappointed at the discretion of the Campus Senate. So that the faculty appointments of the initial committee will be staggered, two shall have one-year terms, two shall have two-year terms, and three two shall have three-year terms.