Members Present: Kathryn Brady, John Foster, Chaya Gopalan, Keith Hecht (chair), Kevin Hockenberry, Amy Hubert, Kelley McGuire, Corey Ragsdale, Deborah Sellnow-Richmond, Doug Simms, Maureen Bell-Werner, Mary Ettling, Danita Mumphard (representing academic advising in place of Effie Hortis), Elza Ibroscheva, Eric Voss

Absent: Kevin Cannon, Jennifer Hernandez, Joshua Kryah, Nima Lotfi-Yagin, Chris Leopold, Eric Ruckh, Carson Brimm, Nicole Obert

1. The meeting was called to order by Keith Hecht, FSCC Chair, at 3:32 PM.

2. The purpose of this special meeting was to formally create and charge the Ad Hoc Committee for the Review of SIUE Undergraduate Admission Criteria. The Office of Enrollment Management put forth policy to waive standardized tests for admissions (on a temporary basis through Spring and Fall of 2021). The Ad Hoc committee is charged with reevaluating criteria of admission for first-time freshman and specifically to identify bias and recommend policy to avoid bias in the admissions criteria.

3. Ad Hoc Committee for the Review of SIUE Undergraduate Admission Criteria
   a. Charge:
      • Review SIUE University Admission Policy -1E1 >> Section A. Admission of Traditional First-Time Freshmen
      • Identify potential areas of bias present in current admission criteria and recommend policy changes to minimize bias.
      • Recommend changes to admission criteria to be presented to SIUE Curriculum Council
   b. Structure:
      • 7 committee members
         • 4 members are faculty
            • Kevin Hockenberry, CAS (theater and dance); Chair, Academic Standards and Policies Committee
            • Cherese Fine, SEHHB (educational leadership)
            • Alison Reiheld, CAS (philosophy)
            • Amelia Perez, SON
         • 3 members represent administration
            • Scott Belobrajdic, Associate Vice Chancellor for Enrollment Management
            • Chris Leopold, Director Enrollment Systems, Research, and Analysis
            • Todd Burrell, Director Undergraduate Admissions
         • Committee selects a chair, preferably from faculty members of the committee, but if no faculty can take it on, it can be a member from administration.
   c. Additional Recommendations
      • Provide opportunity for various stakeholders to provide feedback
      • Consider analysis prepared by Carolyn (Carrie) Butts-Wilsmeyer, Center for Predictive Analytics: 
        SIUE Student Success: Modeling Student Enrollment and Retention (preferably arrange to have Dr. Butts-Wilsmeyer present the information to the committee early in the process)
   d. Timeline:
      • Recommendations for changes in policy to be submitted to Curriculum Council prior to the January 21, 2021 meeting. Not completely sure that this is a realistic deadline. Committee can request an extension if required, and the temporary waiver of standardized tests as part of admission process would be extended.
      • Inform Curriculum Council if extension of deadline is needed.
4. Eric Voss made a motion to create and charge the Ad Hoc Committee for the Review of SIUE Undergraduate Admission Criteria as presented. Kevin Hockenberry seconded the motion. A rollcall vote was conducted and the motion carried.

5. KH indicated that he would draft a formal letter to be sent to the committee. Microsoft Teams site will be set up for sharing of documents. KH will offer to attend first meeting to answer any questions but will not be further involved. A copy of the letter to the committee will be posted to ShareDrive.

6. Chaya Gopalan moved to adjourn; Corey Ragsdale seconded.

7. The meeting was adjourned at 3:46.