Curriculum & Instruction Committee  
Minutes of November 19, 2013 Meeting

Present: Jane Fitzgibbon, Paul Beavers, Karen Feathers, Zhengqing Hu, Fayetta Martin, Marsha Richmond, Joseph Rankin, Pramod Khosla via Skype
Absen with notice: Jennifer Beebe-Dimmer, Frances Brockington, James Moseley, Jeffrey Potoff, Thomas Simpson
Absent: Kristin Dawn-Dumas

Guest Speakers Monica Brockmeyer, Monica Davie & Corinne Webb

Meeting began at 3:00PM

1) Monica Brockmeyer discussed the criteria for the APEX Program.
   a) For the period covered this was for 102 students (122 students were initially admitted to the program) who had completed the program.
   b) The program focused on student skill sets.
   c) Students in the program continue with evaluations. For the Winter term they are expected to meet eight times with the APEX team.
   d) The program seeks to focus on retention. The need is to increase graduation rates of the 2008 34%.
   e) Apart from the additional in college advisors they are looking at efforts by colleges and schools such as
      i) NFS Grants
      ii) STEM
      iii) Rising Scholars’ Program
      iv) Learning Communities
   f) In addition to the above, Dr. Brockmeyer mentioned that Georgia State (Atlanta) has been looked at regarding graduation rates. A similar institution with a similar student population but a very different graduation rate.
   g) They conducted a “Student Success” session for chairs in early November and are waiting feedback/trickle down impacts.
   h) See attached material.
   i) In addition she provided a copy of LEAP Ensuring Quality & Taking High Impact Practices to Scale. (It’s 44 pages, if you would like to take a look let me know and I will send it via snail mail).

2) Corinne Webb presented the reasoning behind SMART
   S  SAP  Withdrawing will affect Satisfactory Academic Progress (SAP), jeopardizing financial aid in future terms.
   M  Money  Withdrawing does not cancel tuition or fees. You are still charged for courses from which you withdraw.
   A  Academic Record  Course withdrawals appear on your academic record and may affect graduate & career opportunities.
   R  Repay  If you withdraw, you may be required to repay a portion of your aid back to the university.
   T  Time to Degree  Withdrawing extends the time and cost of your degree.
a) The program was developed to ensure that students who are receiving financial aid understand the impact of withdrawing from a class. Based on Title IV Aid, the university must fully reimburse the government for students not completing classes.

b) For Fall 2012, approx 500 (both undergraduate and graduate) students, who did not return, are in arrears for owed tuition to the university. The debt will be turned over to a collection agency in an effort to collect the debt, which is estimated at over $3 million.
   i) They are predicting similar amounts for W 2013.
   ii) During Fall 2013, 1488 students came to the student center for a SMART check.

c) We should like to revisit this issue toward the end of the winter term.

d) In addition the university will turn over to a collection agency

3) Approval of Minutes of the October 9, 2013 Meeting.

4) Old Business – None

5) New Business – None

6) Date of Next Meeting February. Date pending response to availability of committee members.