

Senate Admissions Advisory Committee Meeting

Monday 3/5/2018 1:00 PM, JSB 361M

In attendance: Tony Stallins, Melody Noland, Kim Woodrum (Chair), Herman Farrell (Chair, Senate's Admissions and Academic Standards Committee), Craig Rudick (Executive director of Institutional Research and Data Science), Scott McDonald (Dean of Undergraduate Admissions), Michelle Garth (Director of Admission Operations).

Scott McDonald provided follow up on a longstanding action of only allowing visiting summer school students to register the day before classes begin. After meeting with deans and researching the policy, visiting students will be permitted to register for summer school classes right after priority registration ends. This will be on April 23 this year.

Scott McDonald has read the Senate Rules and suggested some "clean-up" that needs to occur in order to make the language fit the offices and position names that are referenced in the rules. Senate Rule 4.2.1.1 A. (Description of the Senate's Admissions Advisory Committee (SAAC)) Dated 4/14/97 does not match the description found at 1.4.3.2 (Dated 11/12/90).

It was noted that in the description of the members of the committee dated 4/14/97, there is to be one student appointed by the Senate Council on the committee. We do not have a student member.

The chair of the committee will bring the above suggested corrections to the language in the Senate rules to the senate council. As well as remind the senate to appoint a student representative.

As of our meeting, total applications are up 5% over last year. Admits were up 4%. Confirms are currently behind at 2134 (7 % down this time last year) but numbers continue to improve each week. The national commitment day is May 1, 2018. Merit weekend starts Friday, March 09, 2018. For the coming year, the plan is to hold enrollment steady or increase only slightly.

Scott McDonald stated that a long term plan is in discussion to increase enrollment (from our current 4900 freshmen class) to 6000 over the next 5 years. Feasibility of this plan is currently being studied.

Regional recruiters for the University of Kentucky are being placed in Atlanta and Chicago. Looking at potential recruitment growth from Washington, D.C., Southern California, Northern Florida, Texas and Charlotte, N.C.

A short discussion of transfer recruitment efforts was had; with mention of Sara Price (Recruitment Admissions Director), three recruiters for KCTCS, BCTC, and out of state recruitment efforts. The office will be looking at retention numbers for the transfer students.

Lastly, we were reminded of the HRI used to determine admission offers. Typically, offers are made to anyone with a 40 or over. Offers may go down as low as 37 with no more than one deficiency (with few exceptions.)

1.4.3.2 Senate Admissions Advisory Committee (SAAC) [US: 11/12/90]

A. The SAAC is a standing committee of the University Senate. The voting members of the SAAC are the Assistant Provost for Enrollment Management, the Chair of the Senate committee on Admissions and Academic Standards, and three additional University Faculty members appointed by the Senate Council to staggered three-year terms. *Ex officio*, non-voting members of the Committee are the Associate Provost of Undergraduate Education and the Vice President for Institutional Research, Planning and Effectiveness (or that person's designee). The committee must be chaired by one of the three appointed University Faculty members. In the case of a tie vote, the vote of the chair shall prevail.

The SAAC is responsible for recommending admissions policy within general guidelines established by the University Senate. The SAAC is charged to:

1. Establish the University's admissions management system, as described in SR 4.2.1.1.B.
2. File a written report to the Provost recommending admissions objectives such as average ACT scores and desired size of each year's entering freshman class. A copy of the report shall be presented to the Senate Council.
3. Establish automatic admission criteria.
4. Upon the recommendation of the Assistant Provost for Enrollment Management, approve any warranted deviations from the automatic admissions criteria.
5. After consultation with the Assistant Provost for Enrollment Management, the SAAC may recommend to the Provost closing admissions on any of the following bases: 1) the desired class size has been reached; 2) the class is large enough given existing constraints; and 3) admissions objectives other than class size have been achieved.
6. Establish parameters for the decisions on exceptions, under which applicants may be admitted who have not met the automatic admissions criteria.
7. Request that the Provost provide specific data on admissions, enrollment, and student performance.
8. Request data from the Assistant Provost for Enrollment Management for use in establishing or evaluating admissions policy.
9. Review and analyze the information provided in (7) and (8) above by the Provost and Assistant Provost for Enrollment Management and disseminate the results of its review and analysis to the educational units.

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4.0 Section IV: Rules Relating to Admission to the University

4.1.0 APPLICATION FOR ADMISSION AND READMISSION

All applicants meeting the appropriate academic requirements shall be considered equally for admission to the University or to any college or academic program regardless of race, color, religion, sex, marital status or national origin. [US: 2/14/77] All applicants for admission to the University, and all University students who have not been enrolled for one or more semesters, must submit to the ~~Admissions Office~~ [Office of Undergraduate Admission](#) an official application for admission and supporting documents as described below:

- A. Applications for admission and supporting documents must be submitted by the deadlines published in the University Calendar.
- B. This requirement shall not apply to University students taking summer work elsewhere who are enrolled in the University for the preceding spring and following fall semesters, except that these students must submit to the ~~University Registrar's Office~~ [Office of Undergraduate Admission](#) official transcripts of such summer work; [US 4/10/2000]
- C. The professional colleges, with the approval of the Director of Admissions, may set deadlines earlier than those set generally for the University.
- D. Applications for admission or readmission must be supported by official transcripts of all college work attempted elsewhere.
- E. Every student whose native language is other than English and who is not a citizen of the United States [RC/US transmittal: 12/9/87] is required to take the Test of English as a Foreign Language (TOEFL) prior to approval for admission. ("Native language" is defined as an individual's first acquired language of communication.) This test may be waived for such students who can present an official transcript of satisfactory work taken at an accredited American college, or a college in another country where English is the native language.
- F. All students who present one or more units in a foreign language for entrance to the University are required to take a placement test to determine the course level at which they should begin their study of the language in the University. A student who has credit for three units of a foreign language in high school may not receive degree credit for the first year of that language in the University. Further, a student who has credit for two units of a foreign language in high school may not receive degree credit for the first semester of that language in the University.

4.2.0 ADMISSION REQUIREMENTS

4.2.1 UNDERGRADUATE COLLEGES

Students who satisfy the basic admission requirements may register in any undergraduate college at the University except as additional entrance requirements are hereinafter stated.

The University of Kentucky prefers that applicants for admission shall have taken the ACT examination. Applicants may be considered for admission, however, on the basis of Scholastic

Aptitude Test (SAT) scores. ~~The Director, Undergraduate Admissions and University Registrar~~ Dean of Undergraduate Admission shall establish annually an appropriate equivalency table of total SAT and ACT composite scores to be used with the established lower division selective admissions criteria. After approval by the Admissions Advisory Committee, this table shall be used by the ~~Admissions Office~~ Office of Undergraduate Admission in judging the acceptability of otherwise qualified applicants. [US: 4/8/85; 4/14/97]

All new freshman and transfer students are required to attend a new student conference ~~Advising Conference~~ as assigned at the time of admission unless excused by permission of the ~~Director, Undergraduate Admissions and University Registrar~~ Dean of Undergraduate Admission in special circumstances and emergencies. [US: 2/10/86]

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The Senate's Admissions Advisory Committee shall review the undergraduate admissions policy and all associated academic standards each academic year.

- * The status of a student being 'undeclared major' or 'non-degree seeking' in a college is a Provost-level administrative matter and does not require the approval of the Senate, except insofar as a college may have adopted additional admissions criteria. [SREC: 1/5/2016]

4.2.1.1 Basic Lower Division Selective Admissions [US: 11/12/90; US 4/14/97]

A. ~~The Senate's Admissions Advisory Committee (SAAC) is a standing committee of the University Senate. The voting members of the Committee are the Director of Undergraduate Admissions and University Registrar,~~ Dean of Undergraduate Admission, the Chair of the Senate Committee on Admissions and Academic Standards, one student appointed by the Senate Council, and three additional faculty appointed by the Senate Council to staggered three-year terms. *Ex officio*, non-voting members of the Committee include the Associate Provost for Undergraduate Education, the Associate Registrar, and the Director of the Office of Institutional Research. Representatives of other campus units whose expertise may be deemed necessary and appropriate may be invited by the Chair to serve as *ex officio*, non-voting members of the Committee. The committee must be chaired by one of the three appointed faculty members. In the case of a tie vote, the vote of the chair shall prevail.

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The SAAC is responsible for recommending admissions policy within general guidelines established by the University Senate. The SAAC will:

1. Adopt an admissions management system, as described in section (B).
2. File a written report recommending to the Provost admissions objectives such as average ACT scores and desired size of each year's entering Freshman class. A copy of the report shall be presented to the Senate Council.
3. The Committee will establish internal automatic admission criteria for both Early Decision and regular, full consideration admission.
4. Upon the recommendation of the ~~Director, Undergraduate Admissions and University Registrar,~~ Dean of Undergraduate Admission approve any warranted deviations from the initial internal admissions criteria.

5. After consultation with the ~~Director, Undergraduate Admissions and University Registrar~~ Dean of Undergraduate Admission, the AAC may recommend closing admissions on any of the following bases: (1) the desired class size has been reached; (2) the class is large enough given existing constraints; and (3) admissions objectives other than class size have been achieved.

6. Establish guidelines for the decisions of the Exceptions Committee.

7. Request the Provost provide specific data on admissions, enrollment, and student performance in the Provost's annual report to the Senate.

8. Request specific other data from the ~~Director, Undergraduate Admissions and University Registrar~~ Dean of Undergraduate Admission for use in establishing or evaluating admissions policy.

9. Review and analyze the information provided by the Provost and the ~~Director, Undergraduate Admissions and University Registrar~~ Dean of Undergraduate Admission and disseminate the results of its review and analysis to the academic units.

B. The SACC will adopt an Admissions Management System.

1. The Admissions Management System will use the automatic admissions criteria established by the SACC. The University will publish the range of ACT and SAT scores, and grade point averages, which secured admission in the previous year's freshman class.

2. The automatic admissions criteria will include not only high school grade point average (HSGPA), SAT, and ACT composite score, but class rank, degree of difficulty of courses, and ACT subsection scores, or any other criteria or characteristics that provide insight into an applicant's potential for academic success at the University.

3. However, students with either an ACT score below 18 or an HSGPA which is less than 2.0 will be automatically denied admission and may be admitted only through the exceptions procedures.

4. At least ninety percent (90%) of all freshman admissions will be made according to the automatic acceptance criteria.

5. Admissions criteria will contain an exceptions procedure for two types of applicants:

Internal exceptions procedure: for those prospective students who have certain diversity characteristics not present in the pool of students admitted by automatic admissions – criteria (see subsection a, below) and **External Exception Procedure:** for those students whose applications for admission have been rejected under the automatic admissions criteria (see subsection b, below).

(a) **Internal Exceptions Procedure.** The SAAC will identify characteristics not adequately represented in the pool of students admitted under the automatic admissions – criteria. The Assistant Provost for Enrollment Management will forward the files of candidates having those characteristics and a reasonable

academic record to the SAAC for consideration before the candidate is notified of an admissions decision. If the SAAC determines that the candidate has a reasonable chance of success, admission will be granted unless the desired class size or other critical admissions objectives have been met.

(b) External Exceptions Procedure: The SAAC will continue to function as the appeals board for all candidates whose applications were rejected. Applications considered under this External Exceptions Procedure will be handled in accordance with whether or not the candidate is a freshman applicant with a HSGPA is 2.0 or higher.

i. The Assistant Provost for Enrollment Management will review the files of the candidates who do not meet the automatic admission criteria established by the AAC, but who offer HSGPA of 2.0 or higher. The Assistant Provost, within the exceptions parameters established by the AAC, may use his/her discretion to offer admission to freshman applicants whose credentials indicate a reasonable potential for success at the University.

ii. A rejected applicant who is not a freshman applicant or whose HSGPA is not 2.0 or higher may petition to the AAC for admission due to a) significant non-academic personal achievement; b) diversity; c) unusual situations affecting academic performance; or d) outstanding potential for contributing to or benefiting from an education at the University. The SAAC decision under this appeal stage constitutes the final University decision on the application.

6. The following admissions deadlines are established:

~~November 1,~~ **December 1** for Early Decision applications

February 15, for regular, full consideration applications

August 1, for the submission of all documents.

(June 1, for participation in **a new student conference.**) ~~the summer~~

~~advising conference).~~

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Students who apply after the deadline for full consideration will be admitted only as enrollment goals permit. The Vice Provost for Enrollment Management will annually report to the Senate Council statistics on the incidence and number of students admitted who applied after February 15.

These deadlines apply to both transfers and entering students. Applications received after February 15 may be rejected even if they demonstrate better qualifications than some already admitted.

An exemption from the August 1 deadline may be granted to non-degree students who enroll for no more than eight (8) credits. ~~These students may enroll through the Evening Weekend Program, at the registration conducted before the opening of classes.~~

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The AAC may change these deadlines, based on future experience.

C. Pre-College Curriculum [US: 3/21/83; 11/10/86; 11/12/90; SC 10/15/2001]

To be admitted to the University of Kentucky under the admission policy outlined above, an applicant must have completed successfully the following high school courses as a minimum:

Science – 3 credits required
Credits to include life science, physical science, and earth/space science (at least one lab course)

English/Language Arts – 4 credits required
English I, II, III, IV (or AP English)

Mathematics – 3 credits required
Algebra I, Algebra II, Geometry
(see note below on substitutions)

Social Studies – 3 credits required
From U.S. History, Economics, Government, World Geography and World Civilization

Health – ½ credit required

Physical Education – ½ credit required

History and Appreciation of Visual, Performing Arts – 1 credit required
History and Appreciation of Visual and Performing Arts or another arts course that incorporates such content.

Electives – 7 credits required (5 rigorous)
Recommended strongly: 1 or more courses that develop computer literacy

Total credits: 22
15 required credits; 7 elective credits (2002)

A student may substitute an integrated, applied, interdisciplinary, or higher level course within a program of study if the substituted course offers the same or greater academic rigor and the course covers or exceeds the minimum required content.

Rigorous electives should have academic content at least as challenging as that in courses required in the minimum high school graduation requirements. These electives also should be in social studies, science, math, English and language arts, arts and humanities, foreign language, and, above the introductory level, in agriculture, industrial technology, business, marketing, family and consumer sciences, health sciences, and technology education and career pathways. Electives in physical education and health are limited to one-half unit each.

(In addition, the University Senate recommends that high school students complete at least two years of a foreign language.)

1. An applicant who is otherwise eligible for automatic admission under 4.2.1.1 a., but has no more than one course deficiency in no more than two (2) of the subject areas of the University's pre-college curriculum requirement may be considered in compliance with the requirement and admitted automatically on the basis of a compensating score of 21 or higher on the ACT sub-test corresponding to each subject area deficiency.

2. An applicant who is otherwise eligible for admission to the University and has no more than one course deficiency in no more than two (2) of the subject areas of the University's pre-college curriculum requirement but does not have a compensating score of 21 or higher on the ACT sub-test corresponding to each subject area deficiency may be considered for admission through the existing provisions of 4.2.1.1.B.

3. An applicant who has more than one course deficiency in any subject area or has course deficiencies in more than two (2) of the subject areas of the University's pre-college curriculum requirement will be automatically rejected for admission.

D. High School Non-graduates

The Admissions Committee may also consider students who have not graduated from high school if they have had no previous college work, and can demonstrate through ACT scores and other evidence that they are prepared to do the work required.

The condition of graduation from high school may be waived for superior students with appropriate recommendations from their high school counselors or teachers. The academic criteria for admission under these conditions shall be established by the ~~Director, Undergraduate Admissions and University Registrar~~ Dean of Undergraduate Admission subject to approval of and revision by the Senate Council.

E. Prospective Student Athletes Receiving Athletics-Related Aid

Student-athletes, as identified by the Director of Athletics, who do not meet established standards for automatic acceptance but do meet Southeastern Athletic Conference (SEC) and National Collegiate Athletic Association (NCAA) academic requirements for freshman eligibility shall be eligible for admission. Such student-athletes shall be admitted pursuant to policies established by the AAC. Student-athletes who do not meet SEC and NCAA academic requirements for freshman eligibility may be admitted only through the provisions of sections 4.2.1.1.B., above. [US: 3/21/83 & BoT: 5/3/83; US: 4/28/86; 11/12/90; 10/11/93]

F. Transfer Students

Students at other colleges or universities will be permitted to transfer to the University of Kentucky if they meet one of the following criteria: [US 4/10/2000]

Students who would have been automatically accepted at the time they entered the first institution attended will be allowed to transfer at any time to UK provided they have a cumulative GPA of 2.0 or better for all work attempted at the last institution attended, if they have attempted at least twelve credit hours (or the equivalent thereof) at that institution. [US: 3/11/85; SREC: 11/20/87]

A student who would not have been automatically accepted but has completed 24 semester hours or more and achieved a cumulative GPA of 2.0 or better for all college and university work attempted and has a cumulative GPA of 2.0 or better for all work attempted at the last institution attended will be allowed to transfer to UK. [US: 3/11/85]

G. International Students

Undergraduate international student applicants with a TOEFL score of at least 527 (paper-based) or 71 (internet-based) may be admitted. Corresponding scores on IELTS or other approved measures of English proficiency shall also serve as evidence of English proficiency for admission purposes. An applicant with a TOEFL score below these levels may be admitted if other factors such as previous academic record, interviews and other English tests indicate that the applicant will be academically successful. Decisions concerning admission of applicants with scores below these levels shall be made by the Admissions Committee. International students who are otherwise admissible, but who have not yet demonstrated English proficiency, may be conditionally admitted. They will be invited to enroll in the University of Kentucky's Center for English as a Second Language (CESL), for instruction and, upon demonstrating evidence of English proficiency as defined by CESL, they will be admitted as full-time degree-seeking students. In the absence of conditional admission, admission to the programs administered by CESL does not guarantee future admission to the University. [US: 3/21/83; BoT: 5/3/83; US: 2/10/2014]

Students enrolled in Level 5 or Level 6 of CESL coursework may, upon meeting criteria set forth by the CESL program, enroll for one semester as non-degree seeking students in a pre-matriculation bridge program (half-time enrollment in non-credit CESL coursework and 6-8 hours of credit-bearing undergraduate coursework), constituting full-time enrollment in English preparation for immigration purposes. Completion of the bridge program with grades of A or B in all classes will constitute demonstration of English proficiency for full admission to the University of Kentucky; however, some UK academic colleges and/or majors may require a TOEFL/IELTS score for admission to their programs. [US: 2/10/2014]