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Undergraduate Admissions Committee Minutes

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2-28-2020

## **Minutes 2-28-2020 | Undergraduate Admissions Committee**

Michelle Green

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**Undergraduate Admissions Committee**

**February 28, 2020**

**Present:** Amanda Wade, Keaton Glass, Courtney Peppers, Lynne Hollingsworth, Alesha Orman, Allen Gilbert, & Mark Sciuchetti

**Absent:** Michelle Green (Chair), Ulises Herrera, Andrea Porter, Paul Hathaway, Brent Cunningham, and Jada Murray

**Guests:** Lauren Findley (ex-officio member) & Amanda Kughn (Office of Admissions)

| <b>Item</b>              | <b>Discussion</b>   | <b>Decision/Action</b> |
|--------------------------|---|------------------------|
| Call to Order            | Meeting was called to order at 2:00 p.m. by Lauren Findley in the JSU Gold Room. Committee members also had the option to participate via Microsoft Teams.  |                        |
| Welcome                  | Lauren Findley welcomed everyone to the meeting. She presented the agenda and additional committee materials. Committee members introduced themselves and their working unit.   |                        |
| Committee Members        | Committee members agree to serve one year, beginning in May of each year. The committee members and chair are selected by the VP of Enrollment Management.  |                        |
| Committee Review Process | Freshman students are accepted based on their ACT/SAT scores (optional), high school GPA, and/or the committee decision to consider candidates for automatic consideration. Freshmen who are denied admission to the university may appeal their decision based on the appeal process. Transfer students are only eligible for unconditional admission, there are no current programs in place to conditionally admit transfer students.  |                        |
| The Appeal Process       | The appeal packet documents are forward to the committee members. The committee members submit their votes via blind copy email. Committee members will reply within 48 hours. Committee members will not know the votes of other members. In case of a tie, the chair of the committee will break the tie. If a student is denied admission by the university, the student can appeal to the Associate VP for Enrollment Management and the final appeal is to the university president. |                        |
| Committee Guidelines     | The committee was provided helpful guidelines to generate a decision: (1) High school/College GPA (2) Diploma type (3) Increase in academic performance (4) Letters from the student.   |                        |
| Adjournment              | With no further business to discuss, the meeting adjourned at 2:46p.m.  |                        |

Respectfully submitted  
Michelle Green, Committee Chair