

Minutes of the Undergraduate Council  
Monday, February 3, 2003  
#5

April Summitt, chair; Lynelle Weldon, secretary, Tom Chittick(for Laun Reinholtz), Gerald Coy, Delmar Davis, Ann Gibson, Doug Jones, Ben Maguad, Gary Marsh, Merlene Ogden, Bill Richardson, Brad Sheppard, Patrick Williams

**VOTING MEMBERS  
PRESENT**

Keith Clouten, Charlotte Coy, Emilio Garcia-Marenko, Randy Graves, Stephen Payne, Gary Williams, Susan Zork

**NON-VOTING MEMBERS  
PRESENT**

Lorena Bidwell, Ron Johnson, Bob Kingman, Harold Lang, Alice Williams,Bill Wolfer

**GUESTS**

April Summitt

**PRAYER**

The council voted to approve the minutes for Nov. 4, 2002 and Dec. 2, 2002.


**APPROVAL OF MINUTES**

Changes to the beginning of Part I (Admission) of the Working Policy were discussed. It was noted that for consistency "high school" should be replaced with "secondary" on page 2 of 3. There was a concern that writing skills were not being considered. It was mentioned that the admission standard may send a message to academies regarding the preparation needed. No vote was taken. A discussion will be continued on WebCT.

**ADMISSION STANDARDS**

The proposal (see attached) for offering a degree in engineering was presented by Bob Kingman, chair of the engineering study committee. This proposal was discussed with some question about the actual impact of the program on other areas. There was some confusion regarding which proposal had been approved by the College of Technology.

**ENGINEERING  
PROPOSAL**

  
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April Summitt, chair

  
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Lynelle Weldon, secretary

## PART I

### ADMISSION

#### 1-1:0 A. Admission Policy

WP2:425:1

~~Admission to Andrews University is granted irrespective of race, color, national or ethnic origin, or sex. Inasmuch as Andrews University is sponsored and mainly financed by the Seventh-day Adventist church, the majority of its students are members of the Adventist church. However, no particular religious persuasion is required for admission. Subject to available space, students who meet the academic and character requirements of the University and who express a willingness to cooperate with University policies and to adjust to and be comfortable with its religious, social and cultural atmosphere, may be admitted. However, admission to the University is a privilege and not a right, and may be withheld or withdrawn by the University at its discretion and in harmony with its mission and its function.~~

Admission to Andrews University is available to any student who meets the academic and character requirements of the university and who expresses a willingness to cooperate with its policies. Because Andrews University is operated by the Seventh-day Adventist Church, the majority of its students are Seventh-day Adventists. However, no particular religious affiliation is required for admission; any qualified student who understands and respects the religious, social, and cultural atmosphere of the university may be admitted. The university does not discriminate on the grounds of race, color, creed, national or ethnic origin, sex, marital status or physical challenge. However, admission to the University is a privilege and not a right, and may be withheld or withdrawn by the University at its discretion and in harmony with its mission and its function.

Admission to one of the schools of Andrews University does not guarantee admission to a specific department or program within a given school. Transfers from one school to another are allowed if the student meets the admission requirements for that school and has the consent of the deans involved. *[This highlighted section was distributed to the General Faculty in an electronic attachment dated 12/14/2000, with an email message indicating that the Undergraduate Council had voted this version resulting from "non-substantive" modifications. See other similar instances below, marked with an asterisk (\*).]*

#### 1-2:0 B. Admission/Enrollment Standards<sup>1</sup>

##### 1-2:1 1. General Admission/Enrollment Standards

The Undergraduate Council sets **minimum** admission standards for all of the undergraduate schools of Andrews University. These minimum admission standards are known as **general admission** standards.

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<sup>1</sup>Admission Enrollment Standards: UGC:06-06-90; Revised UGC:02-12-92

35      1-2:2      2. Specific Admission Standards

36                      Individual degree programs within a school/department may set their own admission  
37                      standards, which These may not be lower than the general admission standards prescribed  
38                      by the Undergraduate Council. These Such specific school/departmental/degree program  
39                      admission standards are known as **specific admission** standards and are published in the  
40                      appropriate sections of the University Bulletin. [\*See above.]

41      1-2:3      3. Affiliated Campus Admission Standards

42                      Admissions standards for each of the affiliated undergraduate campuses are spelled out in  
43                      the respective affiliation agreement.

44      1-3:0      C. Categories of Admission/Enrollment Status

45                      The undergraduate schools of Andrews University shall have **regular** and **probationary** admission  
46                      categories and **permission to take classes (PTC)**. The admission/enrollment status of a student is  
47                      recorded on the student's academic record. The admission/enrollment status of a person may change  
48                      on the fulfillment of admission requirements.

49      1-3:1      1. Regular Admission

50                      To qualify for **regular** admission, an applicant must meet the standards listed below:

51      1-3:1.1      a. As a secondary school graduate, an applicant must meet all of the following standards.  
52                      Evidence that these have been met must be provided prior to matriculation of an accepted  
53                      applicant.:

54                      i. Present official documentation that he/she has completed secondary-school studies at  
55                      an accredited secondary school with:

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56                      *Modifications inserted below are recommendations of the*  
57                      *Academic Policies Committee to the Undergraduate Council*

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58                      a) ~~A minimum of 13 units of solid subjects in secondary school.~~ a minimum of two  
59                      years of college-bound secondary school mathematics, including two of the  
60                      following: Algebra I, Algebra II and Geometry.

61                      b) ~~A college-bound~~ a college-bound ACT/SAT composite score at the 50<sup>th</sup> percentile,  
62                      and a college-bound ACT/SAT mathematics score at the 40<sup>th</sup> percentile. *(All first-*  
63                      *year applicants, including international applicants, must take the ACT or SAT*  
64                      *prior to coming to Andrews University. Those who cannot take it prior to arrival*  
65                      *at Andrews University must take it before matriculation for their first semester,*  
66                      *with the understanding that their acceptance is not guaranteed.*

67                      c) High a high school gpa no lower than 2.25.

- 68 ii. Present two appropriate character references. One of these must be from a person who  
69 knows the applicant while attending secondary school (secondary school principal,  
70 guidance counselor, residence-hall dean, or teacher) and include information about the  
71 applicant's citizenship and class attendance pattern. An employer or pastor or other  
72 adult non-family member may be chosen for the second character reference.
- 73 iii. Sign the appropriate section of the application form agreeing to respect and abide by  
74 the rules and standards of the University.
- 75 iv. Present any of the following as evidence of the applicant's proficiency in the English  
76 language:
- 77 a) all education from at least the seventh grade through the twelfth grade (or  
78 equivalent) in English in an English-speaking country.
- 79 b) on the TOEFL (Test of English as a Foreign Language) a minimum score of 550 on  
80 the written test with no section score less than 52 or a minimum score of 213 on the  
81 computerized test with a score of at least 20 on the English section and no score  
82 less than 19 on the other sections.
- 83 OR
- 84 a minimum score of 80 on the MELAB (Michigan English Language Assessment  
85 Battery) with no section score less than 72.
- 86 ~~v. All first-year students (including international students) must take the ACT or SAT~~  
87 ~~prior to coming to Andrews University or during the Freshman Orientation Week but~~  
88 ~~prior to matriculation for the student's first semester.~~