

**Minutes of the Undergraduate Council
Andrews University
October 6, 2008**

Martin Smith, chair; Ben A. Maguad, secretary; Marsha Beal, Emilio Garcia-Marenko, Dana Kendall, Shanna Leak, John Markovic, Keith Mattingly, Ruben Munoz-Larrondo, Stephen Payne, Monique Pitman, Gisela Schmidt, Tiffany Summerscales, Charles Tidwell, Alice Williams, Gary Williams, Jeannie Wolfer

Members present

Randy Graves

Invitee

Martin Smith welcomed the members, called the meeting to order and offered the opening prayer.

Welcome, call to order and prayer

VOTED: To accept the minutes of the May 5, 2008.

Acceptance of minutes

Randy Graves presented a report on behalf of the undergraduate Admissions Sub-Committee. He shared the following documents with the Council:

Report from
Admissions Sub-
Committee

1. Admissions/enrollment statistics from 2000 to 2008
2. Acceptance guidelines for undergraduate students
3. New freshmen indicators from 2001 to 2008

Each school is asked to send representatives to the Admissions Sub-Committee. The breakdown is as follows:

Representatives to the
Admissions Sub-
Committee

- | | |
|--------------------------------------|---|
| 1. College of Arts and Sciences | 2 |
| 2. College of Technology | 1 |
| 3. School of Architecture | 1 |
| 4. School of Business Administration | 1 |
| 5. School of Education | 1 |

Martin Smith will ask each school to recommend names to the Admissions Sub-Committee before the first Wednesday of November 2008.

Council membership was reviewed. Carmelita Troy will replace Ann Gibson as School of Business representative. The College of Technology needs to find a replacement for Boon-Chai Ng whose term has ended.

Council membership

VOTED: To appoint Tiffany Summerscales as Vice-Chair of the Undergraduate Council.

Council Vice-Chair

There is a need to find new members for the Program Review Sub-Committee. The following names were suggested:

Program Review Sub-
Committee

1. Ranko Stephanovic - College of Arts and Sciences
2. Betty Gibson - School of Business Administration
3. George Agoki - College of Techonology

It was recommended that a pool of 20 faculty members be developed. Each school will be asked to recommend names to this pool as follows:

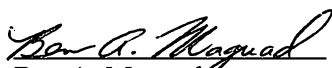
Program Review faculty
pool

- | | |
|---------------------------------|----|
| 1. College of Arts and Sciences | 10 |
| 2. College of Technology | 3 |

- | | |
|--------------------------------------|---|
| 3. School of Architecture | 1 |
| 4. School of Business Administration | 3 |
| 5. School of Education | 3 |

Each faculty name recommended to the Program Review faculty pool should not have fewer than three years of experience at Andrews University (or have teaching experience at another institution before joining Andrews).

Martin Smith, chair


Ben A. Maguad, secretary

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Martin Smith, chair



Ben A. Maguad, secretary