

ENROLLMENT MANAGEMENT ADVISORY COMMITTEE MEETING
THURSDAY, OCTOBER 16, 2003
BOOTH LIBRARY, ROOM 4440
8:35 A.M.

MEMBERS PRESENT:

Julia Abell, Scott AGM Crawford, Mary Herrington-Perry, Will Hine, Doug Klarup, Nikki Kull, Stephen Larabee, Blair Lord (Chair), Betty Ralston, Christy Kilgore-Hadley (for Steve Rich), Karla Sanders, Mark Voss-Hubbard, Keith Wilson, and Anne Zahlan

MEMBERS ABSENT:

Jean K. Dilworth, Herbert Lasky, Andrew McNitt, Steve Rich, and Steve Scher

GUESTS:

Don Dawson and Kimberlie Moock

APPROVAL OF THE SEPTEMBER 18, 2003 MINUTES:

Minutes were approved as written.

“ACT WRITING TEST”

The Provost shared an article entitled *ACT Scores Hold Steady in 2003*. He then asked for a continuation of the discussion that we began at the previous meeting as to what the committee would suggest that Eastern do or not do in regard to the separate ACT writing sample.

Karla Sanders briefly gave the committee information that she had gathered by contacting Jack Reese, who is Eastern's contact with ACT:

The ACT contract with the Prairie State Exam is still valid for the next two academic years, so it is not possible for the state to combine the writing test with the PSE until fall 2005. However, contract discussions between ACT and the state are ongoing, and the writing test component is being considered. For now, the writing test would be administered at a separate time from the PSE. Students who request that their PSE scores be sent to Eastern may not necessarily send their writing assessment to us. If the students chose to send their writing sample to EIU, we will have web access to their writing examples.

The ACT writing assessment and English test have to be taken together. The cost has not been determined, but the possibility of around \$15.00 is being considered. The writing assessment would take about half an hour and would be a persuasive essay.

It is Eastern's decision to either **recommend** that students take the ACT writing test or **require** that they take it. Only two Illinois schools have made their decision: Northern Illinois is requesting that students take the test; the University of Illinois is making the test a requirement.

Normally we receive the ACT validity studies in March for the class that began the previous fall semester. ACT will tailor validity to each institution through the existing prediction service.

Committee discussions indicated that the cost was reasonable. Requesting that students take the test is in keeping with ongoing plans to enhance Eastern's academic reputation. Data could be used in the rolling admissions process, allowing us to admit obviously qualified students as they apply. Members stressed that if we are going to request or require the data, we need to have a plan for using that data. A concern was raised about the propriety of asking students to take a test that has not been validated. If we use the test, we should call it a pilot. It was also noted that we could phase in the requirement: we might start by recommending that students take the test, and if we find it useful for admission or retention purposes, consider requiring it.

The Provost will take this discussion into advisement.

REQUEST FOR NOMINEES FOR THE DIRECTOR OF ADMISSIONS SEARCH COMMITTEE:

The Provost stated that the Director of Admissions had submitted, in writing, his retirement effective June 30, 2004. We will need a replacement for that position. He has asked Martha Brown, Associate Dean, Lumpkin College of Business and Applied Sciences, to Chair the committee. He is asking for volunteers from this committee to e-mail him as soon as possible if they are interested in serving on the search committee, with the understanding that there will be room for only seven or eight members.

SUBCOMMITTEE REPORTS:

Data Group

Information Technology Services is still working on the design and programming for the data warehouse. Moock, who has access to all admitted student data, is finding the need to continue to collect data until the warehouse is up and running. She has been looking at data on all the students who were admitted last year and organizing that as to who was admitted by November 15th and what the profile looked like, based on ethnicity, ACT scores, etc., something we have never done. She also is working on how to get weekly summary data, something she is doing manually at present.

REMEMBRANCE FOR JOHNETTA JONES, OCTOBER 16, 4 PM, GRAND BALLROOM

As Johnetta Jones was a member of this committee, the Provost reminded everyone of her memorial service this afternoon in the Grand Ballroom.

OTHER

The Academic Retention Committee is having a Retention Forum on Wednesday, November 19th from 1 to 3 p.m. in the Arcola/Tuscola Room.

Meeting adjourned at 9:15.

--Carole Burris, Recording Secretary

Regular scheduled meetings 8:30 a.m. BOOTH LIBRARY ROOM 4440:

November 20, 2003	January 15, 2004	February 19, 2004	April 15, 2004	May 20, 2004
June 17, 2004	August 19, 2004	September 16, 2004	October 21, 2004	November 18, 2004