

**WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE**

**INTELLECTUAL SKILLS PROGRAM ADVISORY COMMITTEE
Minutes of Tuesday, May 15, 2018**

Members Present: Marilyn Duke, Kerrie Harvey, Deanna Roland (for Susan Piazza)

Members Absent: Kim Ballard, Jonathan Bush, Jan Gabel-Goes, Leah Omilion-Hodges, Kirsty Eisenhart

The meeting was called to order at 1:06 p.m. by Chair Duke. A quorum was not present.

PROCEDURAL ITEMS

Acceptance of the Agenda

A motion was made by Harvey, seconded by Roland, to approve the agenda as presented. Motion carried.

Approval of the Minutes

As there was no quorum, approval of the March 20 minutes was postponed until the first fall meeting.

Announcements/Chair's Remarks

Roland announced she is leaving WMU and will not be attending for the 2018-19 academic year.

Duke continues discussions with the Office of Information Technology regarding placement process for 2018 FTIACS and how this can be processed/loaded into the student record for use by advisors. OIT is confident reports will be available beginning June 1 for orientation. Duke looking into having previous reports reactivated for use if necessary.

ACTION ITEM/DISCUSSION/INFORMATION

Directed Self-Placement (DSP) for 2018 FTIACs was discussed. To date, 1700 students have taken the DSP as part of the New Student Orientation registration process. The majority of these students have indicated they wish to discuss their placement with an advisor.

There are 1,000 students who did not register for orientation who did not take the DSP yet. These students will be receiving follow-up prompts to do so.

Tim LaLonde is working on the individual test sheet used at new student orientation. The goal is to have the individual sheet show both the placement

based on DSP as well as the recommended placement based on SAT/ACT scores. The purpose of this is two-fold: 1. To have ACT/SAT scores available in case new reports do not function as planned and, 2. Have information available for advisors during discussions with students about placement.

Subcommittee Follow-up

Review of syllabi for skill-building courses – A uniform syllabus has been adopted for LS 1040.

ADJOURNMENT

A motion was made by Roland to adjourn the meeting and seconded by Harvey. Motion carried. The meeting adjourned at 2:03 p.m.

Submitted by:

Kerrie jo Harvey

Next meeting:

The 2018-19 meeting dates have not been established at this time.