Motion to expand the membership of the Academic Records Policy Committee to include the UWM Registrar or their designee as an ex-officio member.

Motion

**Motion: to Amend UWM Chapter 6 Supplement, Section A1.3, Admissions and Records Policy Committee Charter**

Rationale

Reorganization this summer of Enrollment services into the Office of Enrollment Management changed the alignment of people in positions that directly relate to the work of the Admissions and Records Policy Committee. By charter we are charged with:

Functions
a) Reviews regularly University policies regarding admission of students and the impact of these policies on the University as a whole.
b) Recommends to the University Faculty or the Faculty Senate on matters of policy relating to students’ admissions, registration and record keeping.
c) Maintains a liaison with appropriate system-wide committees and the Graduate Faculty Council through its chairperson.
d) Approves, on an annual basis, operational guidelines for the admission of new freshman during the next application year. This information shall be included in the Admissions and Records Policy Committee’s annual report to the Faculty Senate.
e) Receives on an annual basis from the Department of Enrollment Services, a copy of the proposed language for publicizing UWM’s admission requirements, including a profile of characteristics typical of students who are academically successful. This information shall be included in the Admissions and Records Policy Committee’s annual report to the Faculty Senate.

In order to accomplish this task under the reorganization, the Registrar needs to be an ex-officio member to address concerns that fall under the purview of their work.

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Current charter

**A1.3 Admissions and Records Policy Committee**

(1) Membership. Sixteen members as follows: seven faculty members, not more than one of whom will be from the same college or school, four to be elected, three to be appointed by the Chancellor from a list to be submitted by the Nominations Committee; two members of the academic staff from
the Division of Academic Affairs elected by the Academic Staff; one member of the Academic Staff elected at large; two students, one of whom shall be a graduate student; and ex-officio, the Director of Enrollment Services or his/her designee, Dean of the Graduate School or his/her designee, a representative of the Center for International Education, and the Dean of Students.

(Document 2169, 12/17/98; UWM Administration approval, 12/30/98)
(Document 2598, 11/15/07; UWM Administration approval, 11/30/07)
(Editorially revised, 05/01/08)

**Amended charter with tracking**

**A1.3 Admissions and Records Policy Committee**

(1) Membership. Sixteen members as follows: seven faculty members, not more than one of whom will be from the same college or school, four to be elected, three to be appointed by the Chancellor from a list to be submitted by the Nominations Committee; two members of the academic staff from the Division of Academic Affairs elected by the Academic Staff; one member of the Academic Staff elected at large; two students, one of whom shall be a graduate student; and ex-officio, the Director of Enrollment Services or his/her designee, Dean of the Graduate School or his/her designee, a representative of the Center for International Education, and the Dean of Students, and the UWM Registrar or his/her designee.

(Document 2169, 12/17/98; UWM Administration approval, 12/30/98)
(Document 2598, 11/15/07; UWM Administration approval, 11/30/07)
(Editorially revised, 05/01/08)

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12-13 Members

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<thead>
<tr>
<th>Theresa Franz</th>
<th>Justin Mayer</th>
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<tr>
<td>Chui Law</td>
<td>Jan Ford</td>
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<td>Dietmar Wolfram</td>
<td>Jennifer Gruenwald</td>
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<td>Andrea Azarian</td>
<td>Tom McGinnity</td>
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<td>Jennifer Earl Boehm</td>
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<td>Enrique Figueroa</td>
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<td>Maria Del Pilar Melgarejo-Acosta</td>
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<td>Sheila Feay-Shaw, Chair</td>
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