ANNUAL REPORT OF THE COMMITTEE ON ADMISSIONS, RECORDS, AND STUDENT INFORMATION 1972-73

The Committee is divided into two sections: (1) the Policy Section which submits recommendations to the UWM faculty or to its senate on matters of policy relating to high school and college relations, student admissions, registration and record keeping and (2) the Administrative Section which implements policies and procedures recommended by the Policy Section of the committee and determines ways in which these policies can best be carried out.

Because of the complexity of policies reviewed and developed as part of the UW System-wide changes, the Committee of Admissions, Records, and Student information (ARSI) voted to hold joint sessions throughout the academic year. Accordingly, the whole committee (Policy and Administrative sections) met five times. The Administration section met once.

Two major subcommittees were established: (1) the subcommittee on Freshman Admission Policies, and (2) the subcommittee on the Confidentiality of Student Records.

The subcommittee on Freshman Admission Policies met with high school counselors, community agency leaders and UWM faculty and staff and developed an admissions policy which was subsequently adopted by ARSI and presented to the faculty senate for its approval. The policy was developed from the "Interim Policy on Freshman Admissions" and fits within the general framework for admission of new freshman that was established in the System-wide policy adopted by the Board of Regents on July 14, 1972.

The faculty-student subcommittee on the Confidentiality of Student Records submitted questionnaires to UWM faculty and staff and interviewed interested personnel. The subcommittee developed recommendations which are in process of completion. Recommendation #1 was approved by ARSI and affirms:

That to release any information on a specific student, the non-administrative agencies must have the student's written permission. Administrative units which need not have such permission are agencies which have a direct relation to the student's academic program and thus must have continuous access, to wit, the Chancellor's Office, the academic dean's office, department chairman, faculty advisors, Department of Admissions and Records and the Graduate School.

Recommendation #2 dealing with student accessibility to his own file is under discussion and development. The report of the subcommittee on Confidentiality of Student Records when completed and approved by ARSI will be submitted to the faculty senate for its approval.

ARSI reviewed and approved the proposed UW System Undergraduate Transfer Policy, and also approved with minor alterations the Brochure developed by the Registrar's Office relating to transfer policies at UWM.
ARSI supported the necessary actions to ensure that needed data elements of related student and course information will be reported to Central Administration within the suggested time constraints per semester.

The Committee recommended to Central Administration that efforts should be initiated to change the section in the University of Wisconsin System-Freshman Admission Policy which relates to the high school academic units needed to meet minimum requirements to be considered for admission so that it will include units in the Fine Arts.

The Administrative section met to clarify policies and their procedural implications:

(1) It was agreed that the Office of Continuing Education for Adults should play the central role in working out procedures for enrolling age-65 auditors. Procedures will be developed in cooperation with the Office of Admissions and Records.

(2) It was determined that students should not be notified of their refusal of admission to the University of Wisconsin-Milwaukee until they have been considered under the three categories of the minimum requirements for admissions listed in the University of Wisconsin-Milwaukee Freshman Admission Policy.

Respectfully submitted

Committee: Administrative Section

Vincent Allison
Barbara Bartley
Andrei Glasberg
Nason Hall
John Heetderks
William Kraus
Frank Lutz
David Robinson
David Sawicki
Robert Scheurell
Ernest Spaight
Alan J. Swatek
Eunice Thielen
James Van Vleet
Deanne Wilkes
Richard Wisniewski
Ralph Van Atta

Committee: Policy Section

Vincent Allison (ex-officio)
Irene Bozak
Normand Bernier (Chairman)
Donald Buettner
Wayne Cook
Victor Greene
Edward Knoblock
Elizabeth Krueger
Jerome Leer
Oral Robbins
Loretta Ropella
David Robinson (ex-officio)
Roger Sundell