

Faculty Senate

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Undergraduate Admissions Committee

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Faculty Senate

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Undergraduate Admissions Committee

Standing Rules

The Undergraduate Admissions Committee decides whether to admit any potential undergraduate applicant not meeting the stated admission requirements as established by the Oregon State Board of Higher Education and who requests consideration by the Committee. Previous academic experience, test scores, recommendations, and other criteria are reviewed in the process of determining which requests for exemptions should be approved. The Committee also serves as the focal point for discussion and review of policy changes related to undergraduate admissions and makes recommendations to the Assistant Provost for Academic Programs or Faculty Senate, as appropriate. The Committee consists of ten Faculty and one Student. Of the ten faculty members, there shall be at least five Teaching faculty, one college head advisor, one representative from International Programs, and up to two retired faculty on 1039-hour appointments. All members should be available to serve during the summer since most of the committee activity, in fact, takes place during the summer. In addition, a representative from the Office of Admissions shall be ex-officio, voting.

(05/05)

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Undergraduate Admissions Committee

Membership

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Undergraduate Admissions Committee

Scheduled Meetings - 2012-2013

Meetings are scheduled for the first and third Tuesday of each month, from 2:00-4:00 p.m. Meetings will be held in the Registrar's Conference Room, 102 Kerr, unless otherwise noted.

Fall 2012

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Undergraduate Admissions Committee

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Undergraduate Admissions Committee

Membership – 2013-2014

Clay Torset, Co-Chair '15
John Ruben, Co-Chair '15
Amy Davila-Klautzsch '14
Sandy Jameson '14
John Mentler '14
Kathy Greaves '14
Marianne Egan '15
Marilyn Stewart '16
Marty Beidler '16
Alex Beck '16

College of Forestry
Zoology
Educational Opportunities Program
Civil & Construction Engineering
Business
Social & Behavioral Health Sciences
Design & Human Environment
Educational Opportunities Program
OSU Cascades
International Programs

Ex-Officio: Admissions (TBA)

Student Member - TBA

Executive Committee Liaison – Kevin Gable

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Undergraduate Admissions Committee

Membership 2012-2013

Clay Torset, Co-Chair '15	College of Forestry
John Ruben, Co-Chair '15	Zoology
Neil Browne '13	OSU-Cascades/English
Kathy Fultz '13	Liberal Arts Student Services
Kathy Greaves (v. Larson) '13	Social & Behavioral Health Sciences
Jake Hamblin '13	History
Amy Davila-Klautzsch '14	Educational Opportunities Program
Sandy Jameson '14	Civil & Construction Engineering
John Mentler '14	Business
Marianne Egan '15	Design & Human Environment

Ex-Officio: Admissions (Mickey Reynolds)

Student Member - TBA

Executive Committee Liaison – Kevin Gable

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Undergraduate Admissions Committee

Membership 2011-2012

Clay Torset, Chair '12	College of Forestry
Alex Beck (v. Helback) '12	INTO OSU
John Ruben '12	Zoology
Neil Browne '13	OSU-Cascades/English
Kathy Fultz '13	Liberal Arts Student Services
Kathy Greaves (v. Larson) '13	Human Development and Family Science
Jake Hamblin '13	History
Amy Davila-Klautzsch '14	Educational Opportunities Program
Sandy Jameson '14	Civil & Construction Engineering
John Mentler '14	Business

Ex-Officio: Admissions (Mickey Reynolds)

Student Member - Jason Castaneda

Executive Committee Liaison - Anne Gillies

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Undergraduate Admissions Committee

Membership 2010-2011

Kris Winter '11, Chair
Donna Shaw '11
Valery King '11
Sue Helback '12
Clay Torset '12
John Ruben '12
Neil Browne '13
Kathy Fultz '13
Jake Hamblin '13
Ann Larson '13

New Student Programs & Family Outreach
INTO OSU
University Libraries
Teacher/Counselor Education
College of Forestry
Zoology
OSU-Cascades/English
Liberal Arts Student Services
History
INTO OSU

Ex-Officio: Admissions (Mickey Reynolds)

Student Member - TBA

Executive Committee Liaison - Anne Gillies

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Undergraduate Admissions Committee

Membership 2009-2010

Kris Winter '11, Chair
Tracy Bentley-Townlin '10
Ann Larson (v. Huso) '10
Nicole von Germeten '10
Rebekah Lancelin '10
Donna Shaw '11
Valery King '11
Sue Helback '12
Clay Torset '12
John Ruben '12

New Student Programs & Family Outreach
Disability Access Services
English Language Institute
History
University Honors College
English Language Institute
University Libraries
Teacher/Counselor Education
College of Forestry
Zoology

Ex-Officio: Admissions (Mickey Reynolds)

Student Member - Yesenia Garcia

Executive Committee Liaison - Kate Halischak

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Undergraduate Admissions Committee

Membership 2008-2009

Jack Higginbotham '09, Chair	Nuclear Engineering & Radiation Health Physics
Deborah Healey '09	English Language Institute
Hannah Rempel '09	Valley Library
Tracy Bentley-Townlin '10	Disability Access Services
Ann Larson (v. Huso) '10	English Language Institute
Nicole von Germeten '10	History
Rebekah Lancelin '10	University Honors College
Kris Winter '11	New Student Programs & Family Outreach
Donna Shaw '11	English Language Institute
Valery King '11	Library

Ex-Officio: Admissions (Mickey Reynolds)

Student Member - TBA

Executive Committee Liaison - Kate Halischak

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Undergraduate Admissions Committee

Membership 2007-2008

Hannah Rempel (v. Davidson) '08, Chair	Valley Library
Ann Larson (v. Dowling) '08	English Language Institute
Pat McNamara '08	Navy ROTC
Deborah Healey '09	English Language Institute
Jack Higginbotham '09	Nuclear Engr/Radiation Health Physics
Laurie Bridges '09	Valley Library
Tracy Bentley-Townlin '10	Services for Students with Disabilities
Manuela Huso '10	Forest Science
Nicole von Germeten '10	History
TBA '10	

Ex-Officio: Admissions (Mickey Reynolds)

Student Members - Sarah Ashurex

Executive Committee Liaison - Deb Pence

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Undergraduate Admissions Committee

Membership 2006-2007

Barbara Dowling '08, Chair	English Language Institute
Tom Hill '07	Animal Sciences
Oscar Montemayor '07	Educational Opportunities Program
Sarah Ghasedi '07	English
Laurie Bridges (v. Davidson) '08	Valley Library
Pat McNamara '08	Navy ROTC
Deborah Healey '09	English Language Institute
Jack Higginbotham '09	Nuclear Engr/Radiation Health Physics
Hannah Rempel '09	Valley Library
TBA '09	

Ex-Officio: Admissions (Rosemary Garagnani)

Student Members - TBA

Executive Committee Liaison - Lani Roberts

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Undergraduate Admissions Committee

Membership - 2005-2006

Linda Bruslind '06, Chair	Microbiology
Barbara Dowling (v. Dantas-Whitney) '06	English Language Institute
Oscar Montemayor '06	Educational Opportunities Program
Pat McNamara '06 (v.Pautsch)	Navy ROTC
Richard Halse '06	Botany & Plant Pathology
Tom Hill (v. Roberts) '07	Animal Sciences
Roy Rathja '06	Engineering
Jeanne Davidson '08	OSU Libraries
TBA '08	
TBA '08	

Ex-Officio: Admissions Representative (Rosemary Garagnani)

Student Member - TBA (grad.)

Executive Committee Liaison - Lani Roberts

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Undergraduate Admissions Committee

Membership - 2004-2005

Linda Bruslind '05, Chair	Microbiology
Roy Rathja '05	College of Engineering
Tom Hill (v. Roberts) '05	Animal Sciences
Greg Thompson '05	Agricultural Education
Barbara Dowling (v. Dantas-Whitney) '06	English Language Institute
Oscar Montemayor '06	Educational Opportunities Program
David Pautsch (v. Stander) '06	Navy ROTC
Richard Halse '07	Botany & Plant Pathology
Cheryl Middleton '07	OSU Libraries
Lindy Sakamoto '07	College of Liberal Arts

Ex-Officio: Admissions Representative (Rosemary Garagnani)

Student Member - Emily Bauer (grad.)

Executive Committee Liaison - Tracy Bentley–Townlin

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Undergraduate Admissions Committee

Membership - 2003-2004

Valerie Rosenberg '04, Chair	International Education
Richard Halse '04	Botany & Plant Pathology
Stephanie Hamington (v. Gillis '04)	University Exploratory Studies Program
Linda Bruslind '05	Microbiology
Roy Rathja '05	College of Engineering
Lani Roberts '05	Philosophy
Greg Thompson '05	Agricultural Education
Maria Dantas-Whitney '06	English Language Institute
Oscar Montemayor '06	Educational Opportunities Program
Mary Alice Stander '06	Athletics

Ex-Officio: Admissions Representative (Rosemary Garagnani)

Student Member -

Executive Committee Liaison - Becky Warner

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Undergraduate Admissions Committee

Membership 2002-2003

Valerie Rosenberg '04, Chair	International Education
David Pautsch (v. Conway) '03	Naval ROTC
Mary Alice Stander '03 (v. Thies '03)	Athletics
Richard Halse '04	Botany & Plant Pathology
Stephanie Hamington (v. Gillis '04)	University Exploratory Studies Program
Linda Bruslind '05	Microbiology
Roy Rathja '05	College of Engineering
Lani Roberts '05	Philosophy
Greg Thompson '05	Agricultural Education
Ex-Officio: Admission & Orientation (Jennifer Duvall)	

Student Member –
– Kara Suehiro

Executive Committee Liaison – Becky Warner

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Undergraduate Admissions Committee

Membership -- 2001-2002

Stephanie Hamington '02, Chair	University Exploratory Studies Program
Charles Brunner (v. Tanaka) '02	Forest Products
David Pautsch (v. Conway) '03	Naval ROTC
Mary Alice Stander '03	Athletics
Dick Thies '03	College of Science Advising
Richard Halse '04	Botany & Plant Pathology
John Gillis '04	Psychology
Valerie Rosenberg '04	International Education

Ex-Officio: Jennifer Duvall

Student Members –
– Renee Stowell (Grad.)

Executive Committee Liaison – Mary Prucha

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Undergraduate Admissions Committee

Membership -- 2000-2001

Jane Averill '01, Chair	International Education
Richmond Barbour '01	English
Mary Alice Stander '01	Athletics
Charles Brunner (v. Tanaka) '02	Forest Products
Stephanie Hamington '02	University Exploratory Studies Program
Dan Conway '03	Naval ROTC
Dick Thies '03	College of Science Advising
Allison White Eyes '03	Office of Indian Education
Ex-Officio: Michele Sandlin	

Student Members –
– Lori Werth (Grad.)

Executive Committee Liaison – Rubin Landau

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Undergraduate Admissions Committee

Committee Members 1999-2000

John Tanaka '02, Chair	Agricultural Resource & Economics
Charles Brunner '00	Forest Products
Dan Conway (v. Crowley) '00	Naval ROTC
Linda Johnson '00	Health & Human Performance
Jane Averill '01	International Education
Richmond Barbour '01	English
Mary Alice Stander '01	Athletics
Stephanie Hamington '02	University Exploratory Studies Program
Ex-Officio: Admissions Director (Michele Sandlin)	

Student Members –
– Levi Kilcher

Executive Committee Liaison – Rubin Landau

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Undergraduate Admissions Committee

2013-2014 Annual Report

Chair Recommendations:

John and I discussed these requests at our UAC meeting last Friday. The recommendations are from both co-chairs.

The UAC Co-Chairs (John & Clay) terms expire in June of 2015; however, John is retiring July 2014 and I am retiring August 2014. We both strongly recommend the co-chair model and strongly recommend that the co-chairs be appointed for multi-year service. This is critical for the continuity of administration and decision making for this important committee.

John and I both recommend, John Mentler (Business) as the Academic Faculty Co-Chair, and Marilyn Stewart (EOP) as the Professional Faculty Co-Chair. A two-year service should be minimum and a three-year service preferable.

Membership:

As noted above, both John Ruben and Clay Torset will rotate off the UAC this year due to retirement from OSU. John is currently on a 1039. Sandy Jameson will rotate off and will do the on-line form to preference the UAC for another three year commitment – if appointed. The committee supports this action.

Standing Rules Revisions:

Because of the sensitive and frank nature of the discussion of applicants for admission, the members feel that a student member is not appropriate on this committee and recommend that this be removed from the Standing Rules. While it is important that International Programs be represented on the UAC, it is CRITICAL that a member represent the Educational Opportunities Program as their input and insight is invaluable to the process and decisions.

The Executive Committee should address if this change in the Standing Rules is appropriate to this committee: *The Committee also serves as the focal point for discussion and review of policy changes related to undergraduate admissions and makes recommendations to the Assistant Provost for Academic Programs or Faculty Senate, as appropriate.*

2013-2014 Membership:

Clay Torset, Co-Chair '15	College of Forestry
John Ruben, Co-Chair '15	Zoology
Amy Davila-Klautzsch '14	Educational Opportunities Program
Sandy Jameson '14	Civil & Construction Engineering
John Mentler '14	Business
Kathy Greaves '14	Social & Behavioral Health Sciences
Marianne Egan '15	Design & Human Environment
Marilyn Stewart '16	Educational Opportunities Program
Marty Beidler '16	OSU Cascades
Alex Beck '16	International Programs

Ex-Officio: Admissions (TBA)

Student Member - TBA

Executive Committee Liaison – Kevin Gable

Respectively submitted,

John Ruben, Zoology

Clay Torset, Forestry

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Undergraduate Admissions Committee

2010-2011 Annual Report

Submitted by: Kris Winter, Chair

Committee members:

Kris Winter '11, Chair	New Student Programs & Family Outreach
Donna Shaw '11	INTO OSU
Valery King '11	University Libraries
Sue Helback '12	Teacher/Counselor Education
Clay Torset '12	College of Forestry
John Ruben '12	Zoology
Neil Browne '13	OSU-Cascades/English
Kathy Fultz '13	Liberal Arts Student Services
Jake Hamblin '13	History
Ann Larson '13	INTO OSU

Ex-Officio: Admissions (Mickey Reynolds)

Student Member: None

Executive Committee Liaison: Anne Gillies

The Role of the UAC

The Undergraduate Admissions Committee (UAC) meets bi-weekly all year to decide whether to admit potential undergraduate applicants who do not meet the stated OSU admission requirements. An applicant must request this consideration by the UAC and submit all required materials prior to a review of his/her file by the committee.

Applicants requesting review by the UAC must submit a written personal statement and provide at least two letters of recommendation from academic sources. The Admissions Office collects these materials, adds them to the applicant's admissions file, and then presents the completed file to the UAC. Committee members use this information, as well as knowledge of support organizations on campus such as the Educational Opportunities Program, the Academic Success Center, and the office of Disability Access Services, to make an informed decision on the applicant's ability to become a successful student at OSU.

In addition to admitting or denying admission to an applicant, the UAC may defer for more information such as final semester grades, SAT scores, and further documentation of a learning disability. Deferred files do not have to be returned to the committee, unless specifically requested, if the student meets the minimum requirements set by the UAC.

During spring term 2007 the Insight Resume scores were added to the applicants' files as another piece of information to use in deciding whether to admit, deny, or defer appeals. This practice was continued for AY 2010-2011. As Insight Resumes are not a criteria for Admission, but rather part of a student's file, the Insight Resumes are used by UAC as just one part in the whole file to aid in the committee's decision-making process.

Committee Activities during 2010-2011

The UAC is scheduled to meet twice a month throughout the year; however, if there are no files to review, meetings are cancelled. The UAC held 19 meetings (including 1 special session) over the past year. During fall term, different representatives were invited from resource areas on campus (EOP, September Scholars, etc.) to attend and present to the committee about support services available for students. However, the

main focus of this committee, and the bulk of committee time, is spent reviewing, discussing and deciding on student files at meetings.

The committee reviewed 209 files this year (+48 from last year). 184 of these files were first-year students and 25 of these files were transfer students. Of these reviews, 126 students were admitted, 6 students were deferred, and 80 students were denied. Of deferred files, 1 was later admitted, 1 was later denied, and 4 student files are still pending.

Also, UAC Chair Kris Winter served as a member of the Student Athlete Special Admissions Committee during the 2010-2011 school year.

Recommendations

Recommendations for 2011-2012

- Develop a communications strategy to disseminate out to colleges and departments about the role of the UAC, as well as process and procedure. This should also be shared with other relevant committees such as Academic Advising Council, Student Athlete Special Admit Committee, etc. *This is a continued recommendation from last year. With the increase in files the committee was unable to complete this task this year.*
- It is recommended that this committee have representation from multiple divisions on campus. It is important to have a representative from student affairs on this committee who is familiar with student support services.
- UAC would like to have an active student representative. *UAC has not had an active student representative in over 3 years... we would request a student representative for next year. This is a recommendation continuing from last year.*

[Details of UAC actions by meeting date.](#)

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Undergraduate Admissions Committee

2009-2010 Annual Report

Submitted by: Kris Winter, Chair

Committee members:

Kris Winter '11, Chair	New Student Programs & Family Outreach
Tracy Bentley-Townlin '10	Disability Access Services
Ann Larson (v. Huso) '10	English Language Institute
Nicole von Germeten '10	History
Rebekah Lancelin '10	University Honors College
Donna Shaw '11	English Language Institute
Valery King '11	University Libraries
Sue Helback '12	Teacher/Counselor Education
Clay Torset '12	College of Forestry
John Ruben '12	Zoology

Ex-Officio: Admissions (Mickey Reynolds)

Student Member: Yesenia Garcia

The Role of the UAC

The Undergraduate Admissions Committee (UAC) meets bi-weekly all year to decide whether to admit potential undergraduate applicants who do not meet the stated OSU admission requirements. An applicant must request this consideration by the UAC and submit all required materials prior to a review of his/her file by the committee.

Applicants requesting review by the UAC must submit a written personal statement and at least two letters of recommendation from academic sources. The Admissions Office collects these materials, adds them to the applicant's admissions file, and then presents the completed file to the UAC. Committee members use this information, as well as knowledge of support organizations on campus such as the Educational Opportunities Program, the Academic Success Center, and the office of Disability Access Services, to make an informed decision on the applicant's ability to become a successful student at OSU.

In addition to admitting or denying admission to an applicant, the UAC may defer for more information, such as final semester grades, SAT scores, and further documentation of a learning disability. Deferred files do not have to be returned to the committee, unless specifically requested, if the student meets the minimum requirements set by the UAC.

During spring term 2007 the Insight Resume scores were added to the applicants' files as another piece of information to use in deciding whether to admit, deny, or defer appeals. This practice was continued for AY 2009-2010. As Insight Resumes are not a criteria for Admission, but rather part of a student's file, the Insight Resumes are used by UAC as just one part in the whole file to aid in the committee's decision-making process.

Committee Activities during 2009-2010

The UAC is scheduled to meet twice a month throughout the year; however, if there are no files to review, meetings are cancelled. The UAC held 22 meetings (including 1 special session) over the past year. During fall meetings, we had different representatives from resource areas on campus (Admissions, September Scholars, etc.) come and present to the committee about support services available for students who were admitted. The committee reviewed statistics provided by Admissions regarding the academic standing of

students admitted by UAC at the beginning of the year. That being said, the obvious focus for the committee is to review student files at meetings.

The committee reviewed 161 files this year (-22 from last year). Of reviews, 95 students were admitted, 14 students were deferred, and 52 students were denied. Five international student files were reviewed by the UAC. Of deferred files, 6 were later admitted, 7 were later denied, and 1 student file is still pending.

Additionally, on the request of Leslie Burns, Faculty Senate President, the committee chair explored the history of the Special Admit Committee for Athletics and the background/history/relationship this committee has with the UAC.

Recommendations

Recommendations from 2008-2009

- Complete the recommendation for tracking of students admitted by the committee so UAC procedures can be modified to best select those students most likely to succeed at OSU despite not possessing the minimum admission requirements. **A report was reviewed by the committee during Fall term of 2009.**
- Also include in the tracking data the details of the specific admission criteria that admitted students were missing that put their file before committee. Ex. Language, gpa, etc. This past year questions came to the Committee Chair as to whether UAC preferentially overrode specific admission criteria for students. This type of data would directly answer such concerns. **Admissions is tracking this data.**

Recommendations for 2009-2010

- Develop a communications strategy to disseminate out to colleges and departments the role of the UAC as well as process and procedure.
- UAC would like to have an active student representative.

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Undergraduate Admissions Committee

Annual Report of the Undergraduate Admissions Committee 2008-09

Submitted by: Jack Higginbotham, Chair

Committee members: Jack Higginbotham (Chair), Deborah Healey, Hannah Rempel, Tracy Bentley-Townlin, Ann Larson, Nicole von Germeten, Rebekah Lancelin, Kris Winter, Donna Shaw, Valery King and Mickey Reynolds (Ex-Officio)

The Role of the UAC

The Undergraduate Admissions Committee (UAC) meets bi-weekly all year to decide whether to admit potential undergraduate applicants who do not meet the stated OSU admission requirements. An applicant must request this consideration by the UAC and submit all required materials prior to a review of his/her file by the committee.

Applicants requesting review by the UAC must submit a written personal statement and at least two letters (changed from three this year) of recommendation from academic sources. The Admissions Office collects these materials, adds them to the applicant's admissions file, and then presents the completed file to the UAC. Committee members use this information, as well as knowledge of support organizations on campus such as the Educational Opportunities Program, the Academic Success Center, and the office of Services for Students with Disabilities, to make an informed decision on the applicant's ability to become a successful student at OSU.

In addition to admitting or denying admission to an applicant, the UAC may defer for more information such as final semester grades, SAT scores, and further documentation of a learning disability. Deferred files do not have to be returned to the committee, unless specifically requested, if the student meets the minimum requirements set by the UAC.

Committee Activities during 2008-2009

A total of 184 files were reviewed. Of these, 91 were admitted, 35 were deferred, and 58 were denied. The UAC is scheduled to meet twice a month throughout the year; however, if there are no files to review, meetings are cancelled. The UAC held 16 meetings during 2008-2009.

Recommendations from previous UAC report (2005-2006)

Action by '05 – '06 committee is in *italics*, '05–09 in **bold**

- UAC members are still requesting establishment of long-term tracking of applicants admitted by the committee, so UAC members can visualize trends and predictors for success. *Rosemary Garagnani (ex-officio, Admissions) is compiling statistics on those applicants who received admission by going to the second round of appeals (personal interview). The preliminary data has resulted in the Admissions Office's proposal to eliminate the personal interview step in the appeals process.* **<The committee expressed a desire to validate their process for granting exceptions to the OSU admission process but receiving a report from Admissions regarding the success (or failure) of the students admitted each year by the UAC.**

Recommendations for 2007-2008

UAC members still support the establishment of long-term tracking of applicants admitted by the committee, so UAC members can visualize trends and predictors for success.

Recommendations for 2009-2010

- Complete the recommendation for tracking of students admitted by the committee so UAC procedures can be modified to best select those students most likely to succeed at OSU despite not possessing the minimum admission requirements.
- Also include in the tracking data the details of the specific admission criteria that admitted students were missing that put their file before committee. Ex. Language, GPA, etc. This past year questions came from to the Committee Chair as to whether UAC preferentially overrode specific admission criteria for students. This type of data would directly answer such concerns.

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Undergraduate Admissions Committee

Annual Report of the Undergraduate Admissions Committee 2006-07

Submitted by: Barbara Dowling, Chair

Committee members: Laurie Bridges/Jeanne Davidson (switched mid-year), Sarah Ghasedi, Deborah Healey, Jack Higginbotham, Tom Hill, Pat McNamara (fall and winter only), Oscar Montemayor, Hannah Rempel, and Rosemary Garagnani (ex-officio, Admissions)

The Role of the UAC

The Undergraduate Admissions Committee (UAC) meets bi-weekly all year to decide whether to admit potential undergraduate applicants who do not meet the stated OSU admission requirements. An applicant must request this consideration by the UAC and submit all required materials prior to a review of his/her file by the committee.

Applicants requesting review by the UAC must submit a written personal statement and at least two letters (changed from three this year) of recommendation from academic sources. The Admissions Office collects these materials, adds them to the applicant's admissions file, and then presents the completed file to the UAC. Committee members use this information, as well as knowledge of support organizations on campus such as the Educational Opportunities Program, the Academic Success Center, and the office of Services for Students with Disabilities, to make an informed decision on the applicant's ability to become a successful student at OSU.

Applicants denied admission by the UAC during this first round of appeals still have the opportunity to make a personal appeal to the UAC and are informed of this option by the Office of Admissions. (See Admissions Office proposal to eliminate the personal appearance appeal.) Admissions personnel try to limit personal appearances to only those students who have something new to add that was not part of the original file presented to the UAC. If an applicant's personal appeal is denied, there is no further appeal option available, and the student is denied admission to Oregon State.

In addition to admitting or denying admission to an applicant, the UAC may defer for more information such as final semester grades, SAT scores, and further documentation of a learning disability. Deferred files do not have to be returned to the committee, unless specifically requested, if the student meets the minimum requirements set by the UAC.

During spring term 2007 the Insight Resume scores were added to the applicants' files as another piece of information to use in deciding whether to admit, deny, or defer appeals.

Committee Activities during 2006-2007

A total of 166 files were reviewed. Of these, 69 were admitted, 11 were deferred, and 86 were denied. There were 7 personal appearances. Of these, 2 were admitted, 1 was deferred, and 4 were denied. (For more specific information see attached charts: [2005-2006](#) and [2006-2007](#).) In addition, UAC members spent some committee time discussing use of Insight Resume scores and how to better link students admitted through the appeal process with campus services such as ASC, SSD, and EOP.

The UAC is scheduled to meet twice a month throughout the year; however, if there are no files to review, meetings are cancelled. Three fall term meetings were cancelled for this reason as well as one meeting when not enough members were able to attend. The UAC held 21 meetings during 2006-2007.

Recommendations from previous UAC report (2005-2006)

Action by this year's committee is in *italics*.

- Continual revision of the letter sent to potential undergraduate applicants to ensure that it remains applicable and appropriate. *No further revision of the letter was necessary; changes made last year worked well.*
- UAC members are still requesting establishment of long-term tracking of applicants admitted by the committee, so UAC members can visualize trends and predictors for success. *Rosemary Garagnani (ex-officio, Admissions) is compiling statistics on those applicants who received admission by going to the second round of appeals (personal interview). The preliminary data has resulted in the Admissions Office's proposal to eliminate the personal interview step in the appeals process.*
- Determine whether or not it would be appropriate for UAC members to be trained to interpret the Insight Resumes (IR) that accompany the file of each applicant. *As chair, I attended the morning session of the IR training and found it very useful in evaluating applicants' files. When available, IR scores have been part of the appeal files since March 2007. The actual responses to the six IR questions have been included for some time. See the first recommendation for 2007-2008.*
- Determine the best way for the UAC to utilize the information from the Insight Resume to determine the possibility of an applicant's potential for success at OSU. *See the third recommendation for 2005-2006 above.*

Recommendations for 2007-2008

- Encourage UAC members to attend the morning session of Insight Resume training so that they can better evaluate the responses and also the IR scores.
- Distribute the training handout to all new members.
- Consider the Admissions Office proposal to eliminate the personal interview appeal.
- Recruit more members for the UAC.
- UAC members still support the establishment of long-term tracking of applicants admitted by the committee, so UAC members can visualize trends and predictors for success. (This is currently being done for the last two years of applicants who were admitted after a personal interview, the second appeal, but not for those admitted on their first appeal.)

Barbara Dowling,
Chair, UAC 2006-07
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Undergraduate Admissions Committee

Annual Report of the Undergraduate Admissions Committee 2005-06

Submitted by: Linda Bruslind, Chair

Committee members: Linda Bruslind, Tom Hill, Patrick McNamara, Cheryl Middleton/Jeanne Davidson (switched mid-year), Barbara Dowling, Richard Halse, Roy Rathja, Oscar Montemayor, Rosemary Garagnani (ex officio, Admissions)

The Undergraduate Admissions Committee (UAC) meets bi-weekly all year to decide whether to admit any potential undergraduate applicant not meeting the stated OSU admission requirements. Applicants must request this consideration by the UAC and submit all required materials.

Applicants requesting review by the UAC must submit a written personal statement and at least three letters of recommendation in addition to the standard application materials already on file to the UAC prior to the advertised UAC meeting. The Admissions Office collects the materials and presents these files to the UAC. Committee members use this information, as well as knowledge of support organizations on campus such as the Educational Opportunities Program (EOP), the Academic Success Center, and the Office of Students with Disabilities Services to make an informed decision on the applicant's ability to become a successful student. Applicants denied admission by the UAC during this first round of appeals, still have the opportunity to make a personal appeal to the UAC and are informed of this option by the Office of Admissions. If an applicant's personal appeal is denied, there is no other appeal option available and the student is denied admission to Oregon State.

A student file may be deferred by the committee for more information such as final term grades, or a specific grade in a core course. Deferred files do not need to be returned to the committee, unless specifically requested, if the student meets the minimum requirements set by the UAC.

The UAC held 22 meetings during the past academic year. A total of 196 files were reviewed. Of these, 57 were admitted, 32 were deferred, and 107 were denied. There were 11 personal appearances. Of these, 5 were admitted, 1 was deferred, and 5 were denied. (See attached [chart](#).)

The letter sent to potential undergraduate applicants was revised, in an attempt to elicit information that would more accurately assist UAC members in making an informed decision on the applicant's ability to become a successful student at OSU. The corresponding website was updated as well. Training materials for new UAC members were updated and were in the process of undergoing revision. During the year, various representatives from the campus support organizations were invited to come and speak with the UAC, so that members would be better informed of what each organization could offer to incoming students.

Representatives from EOP, CAMP, and SSD met with the committee. In addition, Alex Gitelman from Statistics met with the UAC to describe initial data from the insight resume process.

Recommendations:

- Continual revision of the letter sent to potential undergraduate applicants, to ensure that it remains applicable and appropriate.
- UAC members are still requesting establishment of long term tracking of applicants admitted by the committee, so UAC members can visualize trends and predictors for success.
- Determine whether or not it would be appropriate for UAC members to be trained to interpret the insight resumes that accompany the file of each applicant.
- Determine the best way for the UAC to utilize the information from the insight resume to determine the

possibility of an applicant's potential for success at OSU.

Linda Bruslind
Chair, UAC '05-06
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Undergraduate Admissions Committee

Annual Report of the Undergraduate Admissions Committee
2004-05

Submitted by: Linda Bruslind, Chair

Committee members: David Pautsch, Tom Hill, Cheryl Middleton, Barbara Dowling, Richard Halse, Roy Rathja, Greg Thompson, Oscar Montemayor, Rosemary Garagnani (ex officio, Admissions)

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Applicants requesting review by the UAC must submit a written personal statement and at least three letters of recommendation in addition to the standard application materials already on file to the UAC prior to the advertised UAC meeting. The Admissions Office collects the materials and presents these files to the UAC. Committee members use this information, as well as knowledge of support organizations on campus such as the Educational Opportunities Program (EOP), the Academic Success Center, and the office of Services for Students with Disabilities to make an informed decision on the applicant's ability to become a successful student. Applicants denied admission by the UAC during this first round of appeals, still have the opportunity to make a personal appeal to the UAC and are informed of this option by the Office of Admissions. If an applicant's personal appeal is denied, there is no other appeal option available and the student is denied admission to Oregon State.

A student file may be deferred by the committee for more information such as final term grades, or a specific grade in a core course. Deferred files do not need to be returned to the committee, unless specifically requested, if the student meets the minimum requirements set by the UAC.

The UAC held 25 meetings during the past academic year. A total of 250 files were reviewed. Of these, 81 were admitted, 40 were deferred, and 129 were denied. There were 33 personal appearances. Of these, 11 were admitted, 5 were deferred, and 17 were denied. UAC members spent some committee time discussing possible implementation of a committee rule regarding the presence of applicant representatives or liaisons during the personal appearances, but no consensus was reached. The issue was eventually tabled.

Recommendations:

- The letter that is currently sent to potential undergraduate applicants not meeting the stated OSU admission requirements is in the process of being revised, in an attempt to elicit information that would more accurately assist UAC members in making an informed decision on the applicant's ability to become a successful student at OSU. Continued revision by the committee may be necessary in the upcoming year, based on applicant response.
- Long term tracking of applicants admitted by the committee needs to be established, so UAC members can visualize trends and predictors for success.
- Training of new UAC members should be implemented in a consistent fashion.
- Periodic training of established UAC members should also occur, including informative sessions about the roles of various support organizations on campus.

Linda Bruslind

Chair, UAC '04-05
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Undergraduate Admissions Committee

Annual Report 2003–2004

Submitted by: Valerie Rosenberg, Chair

Committee members: Lani Roberts, Mary Alice Stander, Richard Hulse, Linda Bruslind, Roy Rathja, Greg Thompson, Stephanie Hamington, Maria Dantas-Whitney, Oscar Montemayor, Rosemary Garagnani (ex-officio, Admissions)

The Undergraduate Admissions Committee (UAC) meets bi-weekly or once a month all year to decide whether to admit any potential undergraduate applicant not meeting the stated OSU admission requirements. Applicants must request this consideration by the UAC and submit all required materials.

Applicants requesting review by the UAC must submit a written personal statement and at least three letters of recommendation in addition to the standard application materials already on file to the UAC prior to the advertised UAC meeting. The Admissions Office collects the materials and presents these files to the UAC. Committee members use this information, as well as knowledge of support organizations on campus such as the Educational Opportunities Program (EOP), the Academic Success Center and the office of Students with Disabilities Services to make an informed decision on the applicant's ability to become a successful student. Applicants denied admission by the UAC during this first round of appeals, still have the opportunity to make a personal appeal to the UAC and are informed of this option by the Office of Admissions. If an applicant's personal appeal is denied, there is no other appeal option available and the student is denied admission to Oregon State.

A student file may be deferred by the committee for more information such as final term grades, or a specific grade in a core course. Deferred files do not need to be returned to the committee, unless specifically requested, if the student meets the minimum requirements set by the UAC.

The UAC held 26 meetings during the past academic year. A total of 208 files were reviewed. Of these, 98 were admitted, 37 deferred and 73 denied. There were 23 personal appeals. Of these, 8 were admitted, 2 deferred and 13 denied. The UAC went through significant changes in procedure this year and met several times to discuss the best way to refer students to services on campus which might prove essential to their success as a student. The committee is now better informed of available resources and is able to make suggestions to prospective students that may provide need academic assistance.

Valerie Rosenberg
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Undergraduate Admissions Committee

Annual Report 2002-2003

Submitted by: Valerie Rosenberg, Chair

Committee members: Lani Roberts, Mary Alice Stander (v. Thiess), Richard Hulse, Linda Bruslind, Roy Rathja, David Pautsch, Greg Thompson, Stephanie Hamington (v. Gillis), Jennifer Duvall (ex officio, Admissions)

The Undergraduate Admissions Committee (UAC) meets bi-weekly or once a month all year to decide whether to admit any potential undergraduate applicant not meeting the stated OSU admission requirements. Applicants must request this consideration by the UAC and submit all required materials.

Applicants requesting review by the UAC must submit a written personal statement and at least three letters of recommendation in addition to the standard application materials already on file to the UAC prior to the advertised UAC meeting. The Admissions Office collects the materials and presents these files to the UAC. Committee members use this information, as well as information presented by any support organizations such as the Educational Opportunities Program (EOP) and the Office of Students with Disabilities Services to make an informed decision on the applicant's ability to become a successful student. Any applicants denied admission by the UAC during this first round of appeals, still have the opportunity to make a personal appeal to the UAC and are informed of this option by the Office of Admissions. If an applicant's personal appeal is denied, there is no other appeal option available and the student is denied admission to Oregon State.

A student file may be deferred by the committee for more information such as final term grades, or a specific grade in a core course. Deferred files do not need to be returned to the committee, unless specifically requested, if the student meets the minimum requirements set by the UAC.

The UAC held 23 meetings during the past academic year. A total of 336 files were reviewed. Of these, 169 were admitted, 46 deferred and 121 denied. There were 30 personal appeals. Of these, 13 were admitted, 2 deferred and 15 denied. The UAC admitted a total of 92 students who were supported by EOP, deferred 22 and denied 26. The committee continues to work with EOP and the Students with Disabilities Services Office to receive accurate information about the level of support needed by a particular student and what the percentage of success might be for this individual student.

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Undergraduate Admissions Committee

Annual Report 2001-02

Submitted by: Stephanie Hamington, Chair

Committee members: Charles Brunner (v. Tanaka), David Pautsch (v. Conway), Mary Alice Stander, Dick Thies, Richard Hulse, John Gillis, Valerie Rosenberg and Jennifer Duvall (ex officio, Admission)

The Undergraduate Admissions Committee (UAC) meets bi-weekly or once a month all year to decide whether to admit any potential undergraduate applicant not meeting the stated admission requirements of OSU. Applicants must request this consideration by the UAC and submit all required materials. There are 2 tracks for files to reach the committee, a regular petition, or an applicant supported by the Educational Opportunities Program (EOP). In both cases, each applicant must submit a written personal statement and at least 3 letters of recommendation in addition to the standard application materials prior to the UAC meeting. Committee members use this material in making their decisions. If an applicant is denied admission, that person has a last opportunity to request a personal interview by the committee. Applications may be deferred to a later meeting if the applicant indicates that he/she is currently enrolled in school and the committee feels that the additional information of final grades will be useful in making the decision. Previously EOP files had been read exclusively by the chair and the Admission Representative. But since the volume of EOP files exceeds the regular freshmen and transfer files, the committee decided to have everyone read all files. The committee was provided with information about the EOP program. This change did not significantly affect the change in admits and denials of EOP files, but it did help even out the file review load. The UAC held **20** regular meetings and reviewed files 5 additional times during the last fiscal year. EOP files were read at **22** meetings. The committee reviewed 347 files (218 admits and 83 deny and 46 defers). The volume of files continued to be an issue and membership on the committee is demanding because of this. A proposal was made to the Executive Council to increase the membership size from 8 (and 1 student) to 10 (and 1 student). The Executive Council and the Committee on Committees, effective July 2002, approved the proposal. This past year the committee saw an increase of students with learning disabilities seeking admission. As chair, I would like to recommend that Tracy Bentley-Towlin, Director of Services for Students with Disabilities, be brought in to talk about these students, and possibly consulted for her opinion of admitting these students.

EOP

	EOP 2000-2001	EOP 2001-2002
5% Total	166	182
admit	137	147
deny	16	17
defer	12	18

FRESHMAN & TRANSFERS

	2000-2001	2001-2002
TOTAL	164	165
admit	76	71
deny	66	66
defer	22	28

TOTALS

	2000-2001	2001-2002
TOTAL	330 (*15)	347 (*33)
admit	214 (*8)	218 (*18)

deny	82 (*7)	83 (*12)
defer	34	46(*3)

* = personal appearance

Stephanie Hamington 7/15/02
Chair, UAC '01-02

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Undergraduate Admissions Committee

Annual Report 2000-01

Submitted by: Jane Averill, Chair

Committee members: Richmond Barbour, Charles Brunner (v. Tanaka), Dan Conway, Stephanie Hamington, Mary Alice Stander, Dick Thies, Allison White Eyes, Lori Werth (graduate rep.) and Michele Sandlin (ex officio, A&O)

The Undergraduate Admissions Committee (UAC) meets bi-weekly for most of the year (including summer term) to decide whether to admit any potential undergraduate applicant not meeting the stated admission requirements of OSU. Applicants must request this consideration by the UAC and submit all required materials. In addition, the UAC discusses and reviews undergraduate admissions policy changes and makes recommendations to the Associate Provost for Academic Affairs and/or the Faculty Senate.

There are 2 tracks for files to reach the committee, a regular petition or an applicant supported by the Educational Opportunities Program (EOP). In both cases, each applicant must submit a written personal statement and at least 3 letters of recommendation in addition to the standard application materials prior to the UAC meeting. Members use this material in making their decisions regarding a regular petition. If an applicant is denied admission, that person has a last opportunity to request a personal interview by the committee. Applications may be deferred to a later meeting if the applicant indicates that he/she is currently enrolled in school and the committee feels that the additional information of final grades will be useful in making the decision. EOP files are read primarily by the A&O admissions officer and the chair of the UAC.

The UAC held **24** regular meetings during the last fiscal year. EOP files were read at **18** meetings. Occasional EOP meetings were held separate from regular UAC meetings. We reviewed **330** files (214 admits and 82 deny and 34 defer). The volume of files continues to be an issue and membership on the committee is demanding because of this. Following is a breakdown summary of actions taken with a comparison from 1999.

EOP

	EOP 2000-2001	EOP 1999-2000
5% Total	166	119
admit	137	95
deny	16	20
defer	12	4

FRESHMAN & TRANSFERS

	2000-2001	1999-2000
TOTAL	164	161
admit	76	81
deny	66	54
defer	22	26

TOTALS

	2000-2001	1999-2000
TOTAL	330	289
admit	214 (*8)	184 (*15)
deny	82 (*7)	75 (*8)
defer	34	30 (*4)

* = personal appearance

POLICY RECOMMENDATIONS

The Chair of the UAC also served on the ad hoc Admissions Criteria Task Force. The admissions "considerations" data which are now being tracked by the committee have been used by the Admissions Criteria Task Force in reviewing the possible use of

of non-cognitive variables affecting student success. This information, combined with the tracking of student success of those being admitted by the committee, has been and will continue to inform the Task Force on future admissions considerations. As chair, I would like to recommend that the composition of the committee be reconsidered to allow more members since the volume of files has increased over the past several years. It is also extremely important that members be dedicated to regular attendance, even in the summer months.

Jane Averill 7/10/01
Chair, UAC '00-01

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Undergraduate Admissions Committee

Annual Report 1999-00

Submitted by: John Tanaka, Chair

Committee members: Jane Averill, Charles Brunner, Dan Conway, Linda Johnson, Mary Alice Stander, Richmond Barbour, Stephanie Hamington, and Michele Sandlin (ex officio, A&O)

The Undergraduate Admissions Committee (UAC) meets to decide whether to admit any potential undergraduate applicant not meeting the stated admission requirements of OSU and who requests consideration by the UAC. In addition, the UAC serves as the focal point for discussion and review of undergraduate admissions policy changes and to make recommendations to the Associate Provost for Academic Affairs and/or the Faculty Senate.

The UAC meets bi-weekly for up to 2 hours for most of the year, including summer. It may meet more frequently depending on the workload. There are 2 tracks for files to reach the committee, a regular petition or an applicant supported by the Educational Opportunities Program (EOP). In both cases, each applicant must submit a written personal statement and at least 3 letters of recommendation in addition to the standard application materials prior to the UAC meeting. Members use this material in making their decisions regarding a regular petition. If an applicant is denied admission, they have a last opportunity to request a personal interview by the committee. Applications may be deferred to a later meeting if the applicant indicates that he/she is currently enrolled in school and the committee feels that the additional information of final grades will be useful in making the decision. EOP files are read primarily by the Admissions and Orientation (A&O) admissions officer and the chair of the UAC. These petitioners also have the option of a personal interview by the full committee if they are denied admission.

During the past year, the committee has worked with the A&O office to adjust the wording regarding petition requirements on letters going out to applicants who are denied admission on regular criteria. We have also provided our advice on the tightening of standards for secondary review within the A&O office. This has resulted in an increased workload for the committee since applicants that may have previously qualified did so no longer. For example, previously an applicant with a 2.50 high school GPA with a high enough SAT/ACT score and meeting subject requirements would have been admissible. The high school GPA criterion was raised to 2.75. Thus the pool of denied admissions now includes those with GPA's between 2.50 and 2.74 of which some portion will petition the UAC for admission.

The UAC held 27 regular meetings during the last fiscal year. Occasional meetings (Chair and A&O personnel only) were held separate from regular UAC meetings to read EOP files (approximately 6 times). While the total numbers are about the same over the past two years, we were much slower during the Fall and Winter terms and really picked up during Spring, going to weekly meetings. Following is a summary of actions taken.

[1999-00](#) [1998-99](#)

EOP

5% Total:	119		119	
5% Admits:		95		108
Total EOP Admitted:	103			116

Deferred:	4		4	
Denied:		21		10

FRESHMAN & TRANSFERS

Admitted:	81		69	
Deferred:		26		8
Denied:		54		30

PERSONAL APPEARANCES (Included in Totals Above) - These are shown here to give you an idea of the number of appeals. These are from the pool of petitioners who were first denied (75) by the UAC and chose to request a personal interview.

Admitted:	15 (2)*
Deferred:	4
Denied:	8 (1)

TOTALS:

Admitted:	184 (4)		185	
Deferred:		30		12
Denied:		75 (5)		40

* number in parentheses are international student petitions.

For the most part, those that were deferred were done so with specific criteria the applicant must achieve to be admitted. For example, if they tell us in their letter that they expect to get above a 3.0 for their 8th semester, we may set a 3.0 GPA requirement whereby the A&O office can admit them without bringing the file back to the committee. Those generally do not come back to the committee so the final disposition is unknown.

POLICY RECOMMENDATIONS

We are continuing to provide feedback regarding PASS requirements for admission. The UAC will remain involved in areas of PASS related to admission. The Chair of the UAC also serves on the ad hoc PASS core team for university implementation.

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Undergraduate Admissions Committee

Annual Report 1998-99

Submitted by: John Tanaka, Chair
 Committee members: Jane Averill, Charles Brunner, Paul Crowley/Dan Conway, Linda Johnson, Chris Sproul, Mary Alice Stander, Richmond Barbour, and Michele Sandlin (ex officio, A&O)

The Undergraduate Admissions Committee (UAC) meets to decide whether to admit any potential undergraduate applicant not meeting the stated admission requirements of OSU and who requests consideration by the UAC. In addition, the UAC serves as the focal point for discussion and review of undergraduate admissions policy changes and to make recommendations to the Associate Provost for Academic Affairs and/or the Faculty Senate.

The UAC meets bi-weekly for most of the year. It may meet more frequently depending on the workload. There are 2 tracks for files to reach the committee, a regular petition or an applicant supported by the Educational Opportunities Program (EOP). In both cases, each applicant must submit a written personal statement and at least 3 letters of recommendation in addition to the standard application materials prior to the UAC meeting. Members use this material in making their decisions regarding a regular petition. If an applicant is denied admission, they have a last opportunity to request a personal interview by the committee. Applications may be deferred to a later meeting if the applicant indicates that he/she is currently enrolled in school and the committee feels that the additional information of final grades will be useful in making the decision. EOP files are read primarily by the A&O admissions officer and the chair of the UAC.

The UAC held 21 regular meetings during the last fiscal year. EOP files were read at 19 meetings. Occasional EOP meetings were held separate from regular UAC meetings. Following is a summary of actions taken.

	1998-99	1997-98
<u>EOP</u>		
5% Total:	119	96
5% Admits:	108	71
Total EOP Admitted:	116	72
Deferred:	4	11
Denied:	10	17

FRESHMAN & TRANSFERS

Admitted:	69	53
Deferred:	8	10
Denied:	30	23

TOTALS:

Admitted:	185	129
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Deferred:	12	21
Denied:	40	40

Additionally, the A&O Office can now track success of students admitted through the UAC. The UAC had requested this information as feedback on our decisions to admit. Of 104 students admitted for Fall 1998, 23 of them were on warning after Fall term. While this is a higher percentage than the regularly admitted students (721 total on warning campus-wide), there is a very high percentage of these incoming, academically marginal students who are succeeding after their first term.

POLICY RECOMMENDATIONS

We are continuing to provide feedback regarding PASS requirements for admission. The UAC will remain involved in areas of PASS related to admission. The Chair of the UAC also serves on the ad hoc PASS core team for university implementation.

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Undergraduate Admissions Committee

Annual Report 1997-98

John Tanaka, Chair

Committee members: Jane Averill (v. Machado), Charles Brunner, Mary Burke, Paul Crowley, Linda Johnson, Jon Katz, Chris Sproul, and William Anderson.

The Undergraduate Admissions Committee (UAC) meets to decide whether to admit any potential undergraduate applicant not meeting the stated admission requirements of OSU and who requests consideration by the UAC. In addition, this year the UAC's standing rules were changed for the committee to serve as the focal point for discussion and review of undergraduate admissions policy changes and to make recommendations to the Associate Provost for Academic Affairs and/or the Faculty Senate.

The UAC meets bi-weekly for most of the year. It may meet more frequently depending on the workload. There are 2 tracks for files to reach the committee, a regular applicant or an applicant supported by the Educational Opportunities Program. In both cases, each applicant must submit a personal statement and at least 3 letters of recommendation in addition to the standard application materials prior to the UAC meeting. Members use this material in making their decisions. If an applicant is denied admission, they have a last opportunity to request a personal interview by the committee. Applications may be deferred to a later meeting if the applicant indicates that he/she is currently enrolled in school and the committee feels that the additional information of final grades will be useful in making the decision.

The UAC met 39 times during the last fiscal year. Following is a summary of actions taken.

EOP

5% Total:	96
5% Admits:	71
Total EOP Admitted:	72
Deferred:	11
Denied:	17

FRESHMAN & TRANSFERS

Admitted:	53
Deferred:	10
Denied:	23

TOTALS:

Admitted:	129
Deferred:	21
Denied:	40

POLICY RECOMMENDATIONS

The UAC initiated an update of the Standing Rules to allow it to provide advice to the Associate Provost and/or the Faculty Senate on issues related to undergraduate admissions policies. To date, we have provided such advice on transfer requirements, international requirements, and alternative standards to the TOEFL score for international students. Additionally we are continuing to provide feedback as the PASS requirements are being developed for implementation.

In all cases, the committee remained committed to ensuring that undergraduate admission requirements do not create unnecessary barriers to potential students while still ensuring that students who are admitted are adequately prepared for college.

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Summary of Graduate Admission Requirements

Minimum Qualifications

OSU requires that graduate applicants have a four-year baccalaureate degree from an accredited college or university, **with** a combined GPA of 3.00 on the last 90-quarter (60 semester) credit hours of graded undergraduate work toward the first baccalaureate degree plus all work completed thereafter;

OR

A four-year baccalaureate degree from an accredited college or university, **and** a 45 quarter-credit-hour graduate degree from an accredited university.

Once an Advanced Notice of Rejection (ANR) is returned from an academic department indicating that the department wants to accept a student who has not met University qualifications, the file is sent to the GAC for review.

- Departments may appeal to the GAC for an exception to the 3.00 GPA requirement
and
- Departments may appeal to the GAC for an exception to the requirement that the prior school was accredited.

Policy Beginning September 2006

If an ANR is returned from a department with an accept decision and the student's GPA is between 2.75 and 2.99, the admissions staff may admit the student conditionally without sending the file to the GAC if the department has requested Conditional Admission.

If the department asks for full admission or provisional admission for applicants within this grade range, the file must go to the GAC.

How OSU Calculates the GPA for Admission Consideration

Calculation of GPA:

1. Calculate the GPA using last 90-quarter (60 semester) credit hours; if the number falls in the middle of a term, the entire term is used in the calculation.
 - a. Only use regular graded courses (including the + & -) in the GPA calculation.
 - b. Pass hours do not count in the last 90-quarter (60 semester) credit hours.
 - c. Courses at a professional level do not count in the GPA calculation (PharmD, DVM, MD, etc.).
2. Calculate the GPA on any postbaccalaureate/graduate courses.
3. Combine the GPA from the last 90-quarter (60 semester) credit hours with the postbaccalaureate/graduate GPA to get the cumulative GPA.
4. Repeated courses follow the current regulations set for OSU students. (OSU forgives the first course and counts the second attempt in the GPA calculation. Academic Regulation 20 contains the full policy.)

24-Hour Rule

Applicants who are denied admission may also be admitted by fulfilling the "24-hour" requirement, instead of GAC review. The 24-hour rule requires the following:

Completion of a minimum of 24 credits of **upper-division and non-blanket** courses at OSU with a grade of B or better (B- not allowed)

Students are admitted upon successful completion of 24-hour rule regardless of resulting cumulative GPA.

A detailed explanation of the 24 hour rule can be found in the catalog (see "*Reclassification of Postbaccalaureate Students, Nondegree-Seeking Students, and Graduate Certificate Students*").

Graduate Admissions Committee (GAC)

General Guidelines

- GAC meets twice a month, with the exception of the month of July. During July the committee may meet if there is a need, or on a case-by-case basis.
- GAC decisions are valid for two academic years.

The GAC can admit students under three categories (see below), deny admission, or defer for additional information or grades. The categories for admission are:

Full: Students are not tracked after admission and do not have any special requirements to fulfill.

Conditional: Students are *tracked by the Graduate School* and must maintain both a 3.00 cumulative grade point average on all work taken as a graduate student. A grade of B (3.0) or better must be earned in every course taken during the first 18 hours of graded graduate credits.

Provisional: Students are *tracked by the academic department*. Provisions are set by the academic department as requirements for admission or continued studies. Provisions can include minimum standardized test scores, specific course work to be completed successfully, a GPA higher than 3.25, etc.

Graduate Admission Committee members can choose to recommend a combination of conditional and provisional admission, which assures that the standard conditions are tracked by the Graduate School and that any special provision outside the standard condition is enforced by the academic department.

Documents Provided for GAC Review:

1. Signed and dated Departmental Action Form (DAF)
 - a. If the person is an MAIS (Master of Arts in Interdisciplinary Studies) applicant, the GAC requires at least two accepted DAFs from the three areas in order to review the file. One of these DAFs must be the primary area. However, the applicant cannot be admitted until all three DAFs are returned.

2. Signed and dated University Graduate Admissions Committee U.S. Credentials Worksheet
3. Letter of support from the department
4. Minimum of two (preferably three) letters of recommendation
5. Statement of objectives
6. Applicable test scores (GRE, GMAT, etc.)

Excerpts from the Graduate Catalog

Oregon State University offers admission to applicants whose records demonstrate the highest potential for graduate study and promise for substantial contribution to both their academic professions and to a diverse, global society. The university fosters an environment that welcomes inclusiveness.

Admission decisions are based on many factors, such as the quality of the applicant's prior academic degree and record of accomplishment, statement of purpose, letters of recommendation from professors or others familiar with the applicant's academic work, performance in aptitude and achievement tests, relevant work experience, preparation in the proposed field of study, and the connection of the applicant's academic goals with the faculty's research interests.

Admission Requirements

The following minimum entrance requirements guide the university and its graduate programs in the consideration of applicants for graduate admission:

- A four-year baccalaureate degree from an accredited college or university, and
 - A combined GPA of 3.00 on the last 90 quarter credits (60 semester credits) of graded undergraduate work on the first baccalaureate degree plus all work completed thereafter. Minimum GPA for admission to only graduate certificate programs is set by the departments that supervise the certificates. Applicants requesting admission to only graduate certificate programs should contact their departments to learn about minimum GPA and other admission requirements.

OR:

- A four-year baccalaureate degree from an accredited college or university and a 45-quarter credit hour graduate degree from an accredited university.

Minimum entrance requirements for international students are listed under International Student Requirements below.

Students not meeting minimum requirements still may be considered for admission with the support of their academic department, plus review and approval by the University Graduate Admissions Committee. For these applicants, decisions may rely more heavily on noncognitive criteria. However, the university encourages applicants whose overall undergraduate GPA on the last 90 credits is less than 3.00 (4.00=A) to take the GRE.

Students whose baccalaureate degrees are awarded by an institution that issues non-graded transcripts will be considered for admission with the support of the department's written evaluation of the quality of the student's transcript record.

Satisfaction of minimum entrance requirements does not guarantee admission, since the number of qualified applicants far exceeds the number of places available. As a consequence, many well-qualified applicants may not be accommodated.

International Student Requirements

General graduate admission standards for international students require the following:

The equivalent of a U.S. baccalaureate degree of at least four years duration with a B average (equivalent 3.00 on a U.S. 4.00 grading scale) in the last two years, plus all subsequent graded course work; or a four-year equivalent baccalaureate degree with a two-year equivalent graduate degree. Minimum GPA for admission to only graduate certificate programs is set by the departments that supervise the certificates. Applicants requesting admission to only graduate certificate programs should contact their departments to learn about minimum GPA and other admission requirements. And,

English language proficiency demonstrated by a TOEFL minimum score of 550 (paper-based test) or 213 (computer-based test). Graduate applicants must meet both the following subtest and total scores if Internet-based TOEFL (iBT) scores are submitted:

Reading: Minimum 18
Listening: Minimum 18
Speaking: Minimum 18
Writing: Minimum 18
Total Score: Minimum 80

Please note that OSU requires graduate applicants to meet or exceed all five scores to be eligible for full admission. A minimum score of 7.0 on the IELTS may be used as an alternative to the TOEFL test. Scores must be no more than two years old at the time of the applicant's first term of registration. And,

Documentation of sufficient financial resources to attend Oregon State University as a graduate student.

The English language proficiency requirement is waived for international students who have completed a bachelor's or advanced degree at a U.S. university. University conditional admission of international students presenting TOEFL scores of at least 500 (paper-based test) or 173 (computer-based test) may be granted if the applicant is otherwise fully admissible. Graduate applicants who score below the minimum on one or more iBT subtests but meet the minimum overall iBT score requirement may be considered for conditional admission. Conditional admission is an option for applicants who meet all other admission requirements and achieve a minimum total Internet-based TOEFL score of 60. Conditional admission based on English language proficiency may be granted to applicants seeking admission to a graduate degree program. Conditional admission based on English language proficiency may not be granted to students seeking admission to only a graduate certificate program. Conditional admission for degree-seeking students requires:

1. on-campus testing of English language proficiency prior to enrollment and
2. compliance with the subsequently specified plan for English and academic course work during each quarter until such time as the student qualifies for regular admission.

Individual departments may require additional documents such as GRE and GMAT test results or higher English and academic standards. For detailed information, refer to the Office of Admissions and individual graduate departments.

Admission Status

Students may be admitted to the Graduate School under the following categories.

Advanced-Degree Students

1. **Regular Graduate Students.** These students have been accepted by the university and by a major department to work toward an advanced degree.
2. **Conditionally Admitted Graduate Students.** Students who have not met the formal admission requirements but whose accomplishments have convinced the University Graduate Admissions Committee and their major departments that they have potential for success as advanced degree candidates may be conditionally admitted as follows:

Note: The standard condition invoked by the GAC is that students must complete the first 18 hours of graded course work in graduate status with no less than a "B" in every course. (Rosemary)

- a. Students from nonaccredited institutions must complete at least one term of satisfactory work at Oregon State, after which they may be admitted with full standing in the Graduate School.
 - b. Students whose preparation does not warrant full admission to the Graduate School but who may prove acceptable later must satisfactorily complete specified conditions to demonstrate their ability to carry out graduate-level work.
 - c. International students who otherwise have met all formal admission requirements but whose TOEFL score is in the range of 500 to 549 (paper-based test) or 173 to 212 (computer-based test) may be conditionally admitted. *Conditional admission based on English language proficiency may not be granted to students seeking admission to *only* a graduate certificate program. Students who score below the minimum on one or more iBT subtests but meet the minimum overall iBT score requirement may be considered for conditional admission. Those who meet all other admission requirements and achieve a minimum total iBT score of 60 may be considered for conditional admission.
3. **Provisionally Admitted Graduate Students.** Students who have *met* all of the university standards for formal admission *but whose academic program or major department may have placed additional restrictions upon their admission* may be provisionally admitted. These restrictions may include certain prerequisite courses that must be completed, completion of the GRE or GMAT, submission of additional reference letters or scores, etc.

Note: The GAC can honor provisions requested by the academic department and also invoke conditional admission if they think the GPA should be monitored by the Graduate School. Conditions are monitored by the Graduate School, but provisions are monitored by the academic departments. (Rosemary)

Provisionally admitted students cannot take the final exam for their degree until they have satisfied their provisions and have been reclassified as regular graduate students.

Credit for graduate courses students have completed acceptably while registered as conditional or provisional students may count toward the residence requirement for advanced degrees.

If students fail to satisfactorily complete these conditions or provisions, they will be dismissed from the Graduate School.

Nondegree-Seeking Graduate Students

The nondegree-seeking graduate student category may be used by holders of a baccalaureate degree who do not wish to pursue an advanced degree at Oregon State University. Those nondegree-seeking graduate students who wish to be reclassified as degree-seeking graduate students must follow the procedure in the next section.

Reclassification of Postbaccalaureate Students, Nondegree-Seeking Students, and Graduate Certificate Students

A postbaccalaureate, nondegree-seeking graduate, or graduate certificate student may be considered for status as a regular degree-seeking graduate student under one of the following provisions, depending upon prior academic records:

If the student would have been eligible for graduate admission at the time of entering as a postbaccalaureate, nondegree-seeking graduate, or graduate certificate student, the student is eligible for admission consideration at any time.

If the student, prior to entering as a postbaccalaureate, nondegree-seeking graduate, or graduate certificate student had been denied graduate admission or would have been ineligible for graduate admission, as determined a posteriori by the University Graduate Admissions Committee, the postbaccalaureate, nondegree-seeking graduate, or graduate certificate student must:

- complete 24 credits of courses each with a grade of "B" (3.00) or better, or
- complete sufficient credits to bring the cumulative grade point average (that for the last 90 credits of undergraduate work plus that for courses taken as part of the 24-hour rule) to 3.00 or better before being eligible to apply for graduate admission.

These courses will normally be regular graduate courses relevant to the specific field, except that seminars and other blanket number graduate courses may not be used. Upper-division undergraduate courses are acceptable, provided that they eliminate specific deficiencies in requirements for entry into an identified graduate program. Lower-division undergraduate courses may not be used. All courses should be carefully selected in consultation with an academic advisor from the graduate field into which the student desires admission.

Completion of either 2(a) or 2(b) above does not guarantee graduate admission. Reclassification decisions employ the same procedures and requirements as those for admission.

Postbaccalaureate, nondegree-seeking graduate, and graduate certificate students who seek reclassification must be acceptable to the department in which they plan to major. The university does not have the capacity to accommodate all who meet the minimum requirements for regular graduate student status; when selecting among students who meet minimum requirements, the university treats students requesting reclassification the same as those applying for admission as regular graduate students.

A postbaccalaureate or nondegree-seeking graduate student may use graduate credit earned in this status toward an advanced degree or graduate certificate if the student is later reclassified as a regular graduate student. This credit cannot be used to satisfy residence requirements for an advanced degree. A graduate certificate student may use graduate credit earned in this status toward an advanced degree if the student is later reclassified as a regular graduate student. In either case, the amount of usable credit will depend on the size of the individual student's program (e.g., a maximum of 15 graduate credits could be used on a 45-credit master's program or a maximum of 6 graduate credits may be applied toward an 18-credit graduate certificate.)...

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**Undergraduate Admissions Committee
details 2009-2010**

Week	Freshmen Admits	Freshmen Defers	Freshmen Denies	Freshmen Total	Week	Transfer Admits	Transfer Defers	Transfer Denies	Transfer Total	Week	Combined FR/TR Total
7/21/2009	6	1	5	12	7/21/2009	0	0	0	0	7/21/2009	12
8/18/2009	2	0	2	4	8/18/2009	0	0	2	2	8/18/2009	6
9/1/2009	1	0	0	1	9/1/2009	0	0	1	1	9/1/2009	2
9/15/2009	0	0	0	0	9/15/2009	1	0	0	1	9/15/2009	1
10/6/2009	0	0	0	0	10/6/2009	1	0	0	1	10/6/2009	1
10/20/2009	0	0	0	0	10/20/2009	1	0	0	1	10/20/2009	1
11/3/2009	0	0	0	0	11/3/2009	1	0	0	1	11/3/2009	1
11/17/2009	1	0	1	2	11/17/2009	0	0	0	0	11/17/2009	2
12/1/2009	0	1	0	1	12/1/2009	0	0	2	2	12/1/2009	3
12/15/2009	0	1	0	1	12/15/2009	0	2	0	2	12/15/2009	3
1/5/2010	0	0	0	0	1/5/2010	0	0	0	0	1/5/2010	0
1/19/2010	1	0	1	2	1/19/2010	0	0	0	0	1/19/2010	2
2/2/2010	4	1	1	6	2/2/2010	1	0	0	1	2/2/2010	7
2/16/2010	4	1	1	6	2/16/2010	0	0	1	1	2/16/2010	7
3/2/2010	6	0	3	9	3/2/2010	1	0	0	1	3/2/2010	10
3/16/2010	13	1	4	18	3/16/2010	1	0	1	2	3/16/2010	20
4/6/2010	12	0	7	19	4/6/2010	1	0	0	1	4/6/2010	20
4/20/2010	9	1	6	16	4/20/2010	1	0	3	4	4/20/2010	20
5/4/2010	5	2	3	10	5/4/2010	0	0	1	1	5/4/2010	11
5/18/2010	7	0	4	11	5/18/2010	1	0	0	1	5/18/2010	12
6/1/2010	7	1	0	8	6/1/2010	1	0	0	1	6/1/2010	9
6/8/2010	0	0	0	0	6/8/2010	0	1	0	1	6/8/2010	1
6/15/2010	5	1	3	9	6/15/2010	1	0	0	1	6/15/2010	10
	83	11	41	135		12	3	11	26		161

Defer Outcome			
Freshman		Transfer	
Admit	Deny	Admit	Deny
5	6	1	1
0 - no decision yet		1 - no decision yet	

	<u>Admit</u>	<u>Deny</u>	<u>Defer</u>	<u>Total</u>
International Students:	2	1	2	5

Total Meetings : 22
Total Files Reviewed : 161
Total Admit : 95
Total Defer : 14
Total Deny : 52

Materials linked from the 2008-09 Undergraduate Admissions Committee Annual Report.

Details of 2008-2009 UAC actions by meeting date

Week	Freshmen				Transfers				Combined FR/TR Total
	Admits	Defers	Denies	Total	Admits	Defers	Denies	Total	
8/5/2008	3	1	5	9	0	0	0	0	9
8/19/2008	4	1	2	7	0	0	0	0	7
9/9/2008	4	0	5	9	5	0	2	7	16
9/16/2008	0	3	0	3	1	0	0	1	4
12/2/2008	0	1	2	3	2	0	0	2	5
1/6/2009	1	0	0	1	0	1	1	2	3
2/3/2009	4	0	3	7	0	0	1	1	8
2/17/2009	5	2	0	7	2	0	0	2	9
3/3/2009	15	1	3	19	1	1	0	2	21
3/17/2009	6	7	3	16	0	0	0	0	16
4/7/2009	7	2	11	20	1	0	0	1	21
4/21/2009	6	3	5	14	1	0	0	1	15
5/5/2009	3	1	3	7	1	0	1	2	9
5/19/2009	9	6	6	21	0	0	0	0	21
6/2/2009	5	3	3	11	0	0	0	0	11
6/16/2009	5	2	2	9	0	0	0	0	9
	77	33	53	163	14	2	5	21	184

International Students:

<u>Admit</u>	<u>Deny</u>	<u>Defer</u>	<u>Total</u>
1	2	0	3

Total Meetings : 16
Total Files Reviewed : 184
Total Admit : 91
Total Defer : 35
Total Deny : 58

Defer Outcome

Freshman		Transfer	
<u>Admit</u>	<u>Deny</u>	<u>Admit</u>	<u>Deny</u>
7	22	2	0
4 - no decision yet		0 - no decision yet	

UNDERGRADUATE ADMISSIONS COMMITTEE
Annual Audit
July 1, 2005 - June 30, 2006

Week	Freshmen Admits	Freshmen Defers	Freshmen Denies	Freshmen Total	Week	Transfer Admits	Transfer Defers	Transfer Denies	Transfer Total	Week	Combined FR/TR Total
7/5/2005	4	0	6	10	7/5/2005	1	0	3	4	7/5/2005	14
7/19/2005	5	0	9	14	7/19/2005	0	0	1	1	7/19/2005	15
8/2/2005	4	0	3	7	8/2/2005	1	0	2	3	8/2/2005	10
8/16/2005	2	1	4	7	8/16/2005	0	0	3	3	8/16/2005	10
8/30/2005	0	0	6	6	8/30/2005	2	0	2	4	8/30/2005	10
9/6/2005	4	1	1	6	9/6/2005	0	0	2	2	9/6/2005	8
9/20/2005	3	0	5	8	9/20/2005	1	0	1	2	9/20/2005	10
10/4/2005	0	0	1	1	10/4/2005	0	0	2	2	10/4/2005	3
11/1/2005	0	0	0	0	11/1/2005	1	0	0	1	11/1/2005	1
11/15/2005	0	0	0	0	11/15/2005	1	0	0	1	11/15/2005	1
12/6/2005	2	0	3	5	12/6/2005	0	0	0	0	12/6/2005	5
1/31/2006	0	0	2	2	1/31/2006	1	0	0	1	1/31/2006	3
2/14/2006	2	0	2	4	2/14/2006	0	0	0	0	2/14/2006	4
2/28/2006	3	9	2	14	2/28/2006	0	0	2	2	2/28/2006	16
3/14/2006	3	6	8	17	3/14/2006	0	0	0	0	3/14/2006	17
3/28/2006	5	4	5	14	3/28/2006	0	0	1	1	3/28/2006	15
4/11/2006	1	4	2	7	4/11/2006	0	0	0	0	4/11/2006	7
4/25/2006	3	3	9	15	4/25/2006	0	0	0	0	4/25/2006	15
5/9/2006	3	2	8	13	5/9/2006	0	0	0	0	5/9/2006	13
5/23/2006	2	1	3	6	5/23/2006	0	1	0	1	5/23/2006	7
6/6/2006	3	0	4	7	6/6/2006	0	0	0	0	6/6/2006	7
6/20/2006	0	0	5	5	6/20/2006	0	0	0	0	6/20/2006	5
	49	31	88	168		8	1	19	28		196

2005-06

Personal Appearances: 11

International Students: 6

Admit Deny Defer

5 5 1

4 2 0

Total Meetings : 22
Total Files Reviewed : 196 (6)
Total Admit : 57 (4)
Total Defer : 32 (0)**
Total Deny : 107 (2)

() International Students

**** Since deferrals, 4 applicants have been denied, 10 applicants admitted, and 18 are still pending**

Oregon State University
Undergraduate Admissions Committee Activity
July 2006 - June 2007

Week	Freshmen Admits	Freshmen Defers	Freshmen Denies	Freshmen Total	Week	Transfer Admits	Transfer Defers	Transfer Denies	Transfer Total	Week	Combined FR/TR Total
7/11/2006	3		1	4	7/11/2006	0		3	3	7/11/2006	7
7/25/2006	4	2	4	10	7/25/2006	1		0	1	7/25/2006	11
8/8/2006	2		3	5	8/8/2006	0		0	0	8/8/2006	5
8/22/2006	2		3	5	8/22/2006	1		1	2	8/22/2006	7
9/5/2006	2		4	6	9/5/2006	2		2	4	9/5/2006	10
10/3/2006	1		0	1	10/3/2006	0		0	0	10/3/2006	1
11/7/2006	0		1	1	11/7/2006	0		0	0	11/7/2006	1
11/21/2006	0		1	1	11/21/2006	1		1	2	#####	3
12/5/2006	1		3	4	12/5/2006	0		1	1	12/5/2006	5
12/19/2006	0		0	0	12/19/2006	1		0	1	#####	1
1/2/2007	1	1	1	3	1/2/2007	0		0	0	1/2/2007	3
2/6/2007	2		0	2	2/6/2007	1		1	2	2/6/2007	4
2/20/2007	2	1	2	5	2/20/2007	0		0	0	2/20/2007	5
3/6/2007	3	1	4	8	3/6/2007	3		1	4	3/6/2007	12
3/20/2007	6		5	11	3/20/2007	1		0	1	3/20/2007	12
4/3/2007	3	2	5	10	4/3/2007	0		0	0	4/3/2007	10
4/17/2007	4	2	11	17	4/17/2007	1		0	1	4/17/2007	18
5/1/2007	7	1	9	17	5/1/2007	0		0	0	5/1/2007	17
5/15/2007	4		5	9	5/15/2007	1		1	2	5/15/2007	11
6/5/2007	5		6	11	6/5/2007	1		0	1	6/5/2007	12
6/19/2007	3	1	7	11	6/19/2007	0		0	0	6/19/2007	11
									0		
	55	11	75	141		14	0	11	25		166

	<u>Admit</u>	<u>Deny</u>	<u>Defer</u>	<u>Total</u>
Personal Appearances:	2	4	1	7
International Students:	0	1	0	1

Total Meetings : 21
Total Files Reviewed : 166 (1)
Total Admit : 69
Total Defer : 11
Total Deny : 86 (1)

() International Students

Oregon State University
Undergraduate Admissions Committee Activity
July 2006 - June 2007

Oregon State University
Undergraduate Admissions Committee Activity
July 2006 - June 2007

Oregon State University
Undergraduate Admissions Committee Activity
July 2006 - June 2007

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Undergraduate Admissions Committee Activity
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