Undergraduate Academic Policies Committee

Meeting Minutes

January 22, 2015

Attendance

Carol Loranger, Gina Oswald, Sherrill Smith, Mark Cubberley, John Gallagher, Gary Burns

Mary Holland, Joyce Hail, Tom Webb, Tom Sudkamp, Marian Brainerd, Susan Carrafiello, Marjorie McLellan

1. Call to Order – 9:00am
2. Substitution Policy (Oswald/Webb) – policy draft on pilot
	1. Most universities are moving away from substitution committees
	2. 20 years ago it was common for ODS offices and departments to work together on substitution committees
	3. There is now enough case-law to move to a system where ODS gives its blessing and individual departments make final substitution decisions
	4. WSU has an average of 12 substitutions per year, most in math courses
	5. Out of 15 comparable institutions, 14 have moved to a new model resembling the current policy draft
	6. Since the last UAPC meeting, the language regarding student diagnosis has been removed from the policy

Q: There was a concern from last meeting regarding students hurting their GPA due to failing courses multiple times and not asking for a substitution until near the end of their college careers.

A: Language has been added to address the issue by having students pursue substitutions earlier.

Q: Are deans the appropriate avenue to submit substitution requests? Additionally, University Curriculum, such as General Education requirements, cannot be changed by department chairs.

A: Regarding requests to deans: the policy has a process where the dean must consult with academic deans and program faculty.

A suggestion was made to include a rider to the policy to address commonly substituted courses. Dr. Loranger charged Dr. Oswald, Dr. Sudkamp, & Mr. Webb with the task of updating the language to address concerns regarding deans and general education courses.

1. Faculty Handbook & Academic Affairs Policy Review – draft in pilot

Dr. Loranger reviewed the work of the APRC subcommittee. The following is a summary of the recommendations:

* Policies be reviewed every 5 years (rolling review)
* Senate institute a committee to address non-CBA faculty (BSOM, SOPP, Department Chairs) issues
* The Senate & Provost adopt a workflow procedure to govern the flow of polcies from creation through Senate, Provost, and final publication on the Senate website
* Provost make a fully searchable version of the CBA available online
* All university policies develop a single policy numbering system
* Expedite the retrieval of policies from the old UCAPC website
* Additional recommendations to be forwarded to the next Quadrennial Review of the Faculty Constitution

Dr. Loranger tasked the committee to review the recommendations by next meeting. Dr. Cubberley pointed out that the changes to the Second Degree Policy weren’t needed due to the Multiple Degree Policy approved by the committee during 2013-14.

1. Non-Contact Course Credit

The committee agreed to change the language to “45 academic hours on approved work” and finalize the policy for Senate review.

1. Sunset Policy (Smith) – policy with tracked changes in pilot

Dr. Smith reviewed the policy and new workflow charts. The committee requested that the new workflow charts be compared to the workflow passed by the Senate in Fall 2013 and that new language be added to inform the department when a course is at the 6-year mark with no activity in order to give departments one year to plan for new offerings or deactivation. Dr. Cubberley requested that language be added regarding how Lake Campus courses are proposed & reviewed. Dr. Loranger charged Dr. Cubberley to draft the new language by the next meeting.

1. Undergraduate Language Admission Requirements – policy draft on pilot

Dr. Loranger discussed new data supplied by Institutional Research just prior to the meeting. Committee members were charged with reviewing the policy and new data by the next meeting. Marjorie McLellan was charged with drafting an introductory statement of purpose.

1. PLA Update (Sudkamp)
	1. Will need a policy as soon as possible
	2. Recent changes from the State of Ohio
		1. Portfolio course will be 0 credit hours and
		2. Delivered online over 6 weeks
	3. There are now models at other institutions that the committee can use to draft the new policy
2. College Credit Plus
	1. There are new state laws regarding admission policies and high school students
	2. Universities cannot impose restrictions on high school students that aren’t imposed on all students
	3. Admissions will use the state remediation standards or WSU placement exams
	4. It is expected that Wright State will gain 1000-3000 new students with this program
	5. Dr. Sudkamp will be meeting with 40 area school districts within the next week to discuss the implications of the program. Theses school districts are required to post a listing of available courses on their websites by March 1.

The committee raised concerns regarding applying current re-take policies (Fresh Start, Second Start, etc) and transcript issues that will need to be addressed in the new PLA policy.

1. February Scheduling – an availability survey will be distributed via email, the meeting time will remain Thursdays at 9am unless a better time is found.
2. Adjourn – 11:05am