

Undergraduate Academic Policies Committee
Friday, February 26, 2016
Meeting Minutes

Attendees: Gina Oswald, Mark Cubberley, Kim Ringo, Evan Osborne, Doug Petkie, Geoff Owens
Marian Brainerd, Amanda Steele-Middleton, Susan Carrafiello, Gavin Doll

- I. Minutes of February 19th meeting were approved with corrections.
 - Date changed from February 22 to February 12
- II. Distance Education
 - Dr. Oswald announced that she sent Todd Pavlack (CTL) a sample policy to use as an exemplar for his first draft of the Distance Education terminology policy.
 - The next steps will be to review & update Todd's draft then submit to Graduate Council for comment before finalizing the policy.
 - Amanda Steele-Middleton reported that there are no federal requirements regarding Hybrid reporting, however she is still waiting to hear back from WSU Institutional Research regarding potential requirements of other accrediting bodies.
- III. Transfer Policy Update
 - Dr. Petkie announced that he is approaching a completed draft policy and may be able to circulate it soon for comment. However, he also announced that issues surrounding International students has made it difficult to complete the draft.
 - i. The current interim policy allows the posting of international credits as general electives and lets the individual colleges decide how to assign the credits with their programs.
 1. It was suggested that the interim policy should be posted to the UCIE & International Gateway webpages
 - An idea was put forward to have Dr. Brun draft a set of current procedures to guide the policy.
 - The committee discussed the merits of asking for a separate subcommittee or taskforce to address International transfer issues. Dr. Oswald concluded that the taskforce is a good idea but the committee doesn't want to hold back any current students. The committee agreed that work should continue on the policy & to ask the Executive Committee to consider forming an International Transfer Taskforce.
- IV. Undergraduate Admissions
 - Amanda Steele-Middleton expressed concern regarding the request to insert LEAP Policy into a general non-degree admission policy since LEAP is closer to a credential or certificate than a non-degree program. She also informed the committee that:
 - i. There is a conflict with the proposed language stating non-degree students are "admitted to academic programs".
 - ii. The recent TOFEL waiver request may need to be updated to include Pearson ELT as an approved test.
 - Amanda announced that she will follow-up with the LEAP program to clarify the issues.
- V. Adjourn – the next meeting will be March 11th at 11:30am in 141 MedSci