

Undergraduate Academic Policies Committee  
March 25, 2016  
Meeting Minutes

Attendees

Travis Doom, Gina Oswald, Evan Osborne, Mark Cubberley, Doug Petkie, Geoff Owens  
Susan Carrafiello, Marian Brainerd, Carl Brun, David Baugham

- I. Minutes of the March 11<sup>th</sup> meeting were approved.
- II. HLC Visit
  - a. Marian Brainerd reported that the recent HLC visit seemed to have went well
    - i. The HLC team was interested in reviewing distance education and course contact policies to ensure that distance courses were held to the same rigorous standards as traditional courses. UAPC may need to develop policy on course contact hours in distance modes.
  - b. Mark Cubberley reported that the Lake Campus HLC visit also went well and the open sessions were heavily attended by faculty, staff, and students.
- III. Lake Grade Appeal
  - a. The committee reviewed a draft policy from covering Lake Campus grade appeals.
  - b. The committee instructed Dr. Cubberley to develop interim changes to the Lake policy and then submit to the committee via email. The final policy will be used as an example for the AY2016-17 UAPC when they review all grade appeal policies.
  - c. After lengthy discussions, the committee agreed to recommend that Lake Campus publish as an internal policy pending UAPC review of all college grade appeal policies.
- IV. Distance Education
  - a. The committee finalized the distance education language and agreed to submit the policy to the Graduate School for feedback. Due to the short end-of-the-year timeline, Graduate School feedback will be submitted directly to the Executive Committee. (Barry Milligan, Grad Council Policy Chair, & Doug Petkie, UAPC Co-Chair, are both members of the Executive Committee.)
- V. Admissions
  - a. The committee concluded that work on the policy can't proceed until the International Programs Oversight Committee has had a chance to review and submit feedback for the international component.