Undergraduate Academic Policies Committee  
Monday, September 21, 2015 
E156C Student Union 

Attendees 

CECS    Travis Doom  
CEHS    Gina Oswald (Chair)  
CoLA    Geoff Owens  
CoNH    Kim Ringo  
CoSM    Doug Petkie (Co-Chair)  
RSCoB    Evan Osborne  

Honors Program  
Provost Designees  
Registrar  
Service Learning  
Student Government 

Susan Carrafiello  
Carl Brun & Marian Brainerd  
Amanda Steele-Middleton  
Jack Dustin  
David Baugham 

I.  Dr. Oswald called the meeting to order at 3:30pm 

II. Committee Introductions 

III. Minutes of the March 26th meeting were approved. 

IV. Dr. Oswald informed the committee that a Pilot course has been setup as a committee archives page. Committee members should contact Bryan Nethers if they do not have access to the course. 

V. Academic Policies for Review (Pilot) 

Marian Brainerd supplied the committee with a listing of policies that need reviewed prior to HLC accreditation. The policies fall under the following general categories: 

   a. Credit for Prior Learning (primarily transfer credit) 
   b. Academic Standards 
   c. Curriculum 
   d. Program/Course Workflow (New Programs, Modifications, Deletions, etc) 
   e. Registration, Exams, Grading, and Records 

VI. Transfer Issues & Shantou University MOU (Pilot) 

The committee discussed the following issues relating to potential changes in the various Transfer Credit policies: 

   a. Current process to admit international transfer students does not follow the current undergraduate transfer policy 
   b. Transfer credit of ACE/Military credits from domestic universities 
   c. Shantou University MOU & Articulation Agreement  
      i. The committee has been asked by the Provost and Faculty President to review a recent proposed agreement between Shantou University in China  
      ii. A subcommittee consisting of Drs. Brun, Carrafiello, Osborne, Owens, and Petkie was formed to review the agreement and make a recommendation to the committee
VII. Course, Addition, Deletion, Modification Policy Update
   a. Provost Sudkamp suggestion (Pilot) to allow a one-time only pilot course in a nonstandard mode
      i. Concern regarding the middle of term emergency
         1. Committee provisionally agreed to stay quiet on the issue
   b. Concerns regarding changes to courses still in approval process
   c. Update language to notify department and/or college curriculum committees
   d. Dr. Oswald was charged with investigating the policy regarding registration and when changes can be made, and incorporate the committees concerns into new draft language

VIII. The Registrar posed a question to the committee regarding the tracking of students who never attend class and the implications for Financial Aid. After discussions it became clear that there is some confusion regarding when to use X-grade or F-grade, and that further research and discussions are needed.

IX. The committee adjourned at 5:05pm

Committee Research Assignments
   I. Academic Integrity: Evan Osborne, David Baugham
   II. Transfer Issues: Doug Petkie, Carl Brun, Geoff Owens, Evan Osborne, Susan Carrafiello
   III. Service Learning: Jack Dustin
   IV. Lake Campus Curricular Rights & Responsibilities: Mark Cubberley, Susan Carrafiello
   V. Lake Campus Upper Division Courses: Mark Cubberley, Susan Carrafiello
   VI. Petitions: Kim Ringo, Amanda Steele-Middleton
   VII. Program related items 1-6: Gina Oswald, Marian Brainerd
   VIII. Registration, Exams, Grading, & Records: Gina Oswald, Marian Brainerd