

Undergraduate Academic Policies Committee  
Meeting Minutes  
October 25, 2016

Attendees

Travis Doom, Tara Konicki, Geoff Owens, Nate Tymes, Marty Emmert, Alan Chesen, Ann Farrell  
Amanda Steele-Middleton, Marian Brainerd, Carl Brun, Jack Dustin, Jean Kalima

- I. The minutes of the October 11, 2016 meeting were approved with corrections.
- II. Distance Education

The committee reviewed and discussed further issues with the Distance Education Policy including unclear category titles, the need for students to know if a course has a significant online portion, and the degree of flexibility for an instructor to have online content in their course. The committee made several changes to the document and agreed that the policy should be sent to the Graduate Council Policy committee for feedback before Senate reconsideration. A few of the basic changes are outlined below, the document approved to Grad Council is available in the committee pilot page.

- New Policy title: Online Course Terminology
  - Categories:
    - Fully Online / No Set Meet Time [100% asynchronous]
    - Fully Online / Set Meet Time [synchronous meet times]
    - Mostly Online [80%-99% online]
    - Partially Online [40%-79% online]
    - Face-to-Face (Non-Online) [ No more than 39% online]
- III. Adjourn – the committee agreed to meet again at 12:30pm, Tuesday, November 08, 2016

ADDENDUM

Additional changes to the Online Course Terminology policy were discussed and made over email prior to sending the document to Graduate Council. The updated document is attached to these minutes & available in pilot.