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**USU ACADEMIC STANDARDS SUBCOMMITTEE
of the EDUCATIONAL POLICIES COMMITTEE**

Minutes for February 7, 2006

Present: Jeffrey Walters (Chair), Stan Allen, Scot Allgood, Heidi Beck, Becki Broadbent (sub), Edward Reeve, Weldon Sleight, Kathryn Turner, Spencer Watts
Excused: John Mortensen
Absent: Todd, Crowl, David Goetze, Dwight Israelsen, Gary Straquadine
Guest: Susie Parkinson

The meeting was called to order by Chairman Jeff Walters at 3:05 p.m. in Ag Sci 241.

1. *Approval of the Minutes of the January 17, 2006 ASC meeting:* Kathryn Turner moved and Spencer Watts seconded that the minutes be approved as written. The motion was adopted.
2. *Follow-up on Committee actions:* The EPC approved the USU Credits requirement for Associate Degrees and the Split Forms. Jeff Walters indicated that there is still a discrepancy in the total USU credits required between the two types of Associates degrees. A discussion was held whether 15 or 20 credits would be appropriate for both the associate degrees. Weldon Sleight moved that both the Associate of Science and Associate of Applied Science Degree should require 20 credits earned through USU, and Kathryn Turner seconded. The motion carried.

Chairman Walters indicated that he would not be available for re-election to serve as ASC chair next year. In response to a question he stated that technically a chairman could be elected who was not a member of the committee. The election will be held at the March meeting

3. *Approval of the draft policy on excused absence of students for jury duty:* Spencer Watts reviewed the language proposed to implement the policy. After a discussion Stan Allen moved that the revised draft be accepted as written and Spencer Watts seconded the motion. The motion carried.
4. *Uniform policy for appealing grades:* Because Dallin Phillips was not available this topic would be carried over to a future meeting agenda.
5. *Policy on complete withdrawal after completion of 75% of term:* Heidi Beck indicated that there were between 20-30 students who dropped classes completely after the 75% completion of classes. She felt that an acknowledgement of instructors needed to be obtained. Scot Allgood felt it would be best to have the student contact the advisor so he/she could provide options before obtaining a signature though the instructor. Heidi Beck moved that for a complete

withdrawal by a student, the advisor's signature was needed. Becki Broadbent seconded. It was decided after discussion that a review by the advisors was desirable before a final vote. Heidi decided to withdraw her motion and Becki Broadbent consented. Becki would take the issue to the ACC to discuss how they wished to present this. This topic would be on the agenda for the next monthly meeting.

6. *Foreign language test credits and cumulative GPA:* Heidi Beck stated that when students took a language test they would receive a P/F grade from BYU, U of U or Weber State universities. Only USU gives graded credit for such exams, which is an incentive for students to enroll at USU to obtain this credit. Weldon Sleight was concerned with the P grade because in Graduate School admissions it would be interpreted as a 'C'. The Language Department would like to provide a letter grade to students. Language credits earned by exam are considered elective credits. Weldon Sleight moved that the wording be endorsed as it appears now as either a grade or P/F. Ed Reeve seconded and the motion carried.
7. *Other Business:* None

The meeting adjourned at 4:10 p.m.