Academic Standards Subcommittee Minutes, April 11, 2006

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USU ACADEMIC STANDARDS SUBCOMMITTEE
of the EDUCATIONAL POLICIES COMMITTEE

(DRAFT) Minutes for April 11, 2006

Present: Jeffrey Walters (Chair), Stan Allen, Scot Allgood, Heidi Beck, David Goetze, Dwight Israelsen, John Mortensen, Edward Reeve, Kathryn Turner, Spencer Watts

Excused: Todd Crowl, Weldon Sleight, Gary Straquadine

Guests: Krystin Deschamps, Michelle Lundberg, Dallin Phillips

The meeting was called to order by Chairman Jeff Walters at 3:00 p.m. in Ag Sci 241.

1. Approval of the Minutes of the March 7, 2006 ASC meeting: Scot Allgood moved and Spencer Watts seconded that the minutes be approved as written. The motion was adopted.

2. Follow-up on Committee actions: Scot Allgood was congratulated on his acceptance of election as Chair of the ASC for 2006-07. A special thanks was extended to Spencer Watts for his contributions to the work of the ASC this year. Michelle Lundberg was introduced as the 2006-07 ASUSU member of the ASC. Congratulations were extended to John Mortensen for being named “professional employee of the year,” and to Heidi Beck who will be married on June 23rd. She will be leaving the university to move with her husband to Alabama.

3. Uniform policy for appealing grades: Spencer Watts and Dallin Phillips presented the revision of the Honor Code with procedures, rules and regulations for dealing with academic dishonesty and appeals of sanctions. The revision is contained on pages 1-5 of the handout presented to the ASC, and the remaining text (pp 5-11) is included for reference purposes only. It was felt that the department head or dean should not be able to override decisions of the instructor. The policy delineates the process for the Honor Board to hear and determine cases in which the student does not admit to the alleged violation or accept the imposition of penalties beyond those specified in Section I-B.2. Scot Allgood and Heidi Beck suggested that Dallin Phillips attend the department head, staff meetings, and EPC meetings to discuss this revised policy.

Dr. Walters inquired why the instructor was allowed 30 days after alleged violation for referral which appeared on pages 1 and 2? Dallin Phillips indicated that previously the time allowed had been 120 days, but that it was felt the 30 days would be sufficient.

With a few changes in wording suggested by the committee, Spencer Watts moved that the policy be accepted as written, seconded by Scot Allgood. The motion carried.
4. **Policy on Complete Withdrawal After Completion of 75% of term:** Krystin Deschamps reviewed how students withdraw completely from one semester and then return the following semester. She indicated when a student requested a leave of absence to withdraw from one semester to return for the next semester, that they needed to speak with the advisor first. If a student is in good standing they can be granted a leave of absence.

John Mortensen reviewed the policy with the advisors and felt that the students needed to contact their advisor first before completely withdrawing from the University late in the term.

Scot Allgood felt that in the policy examples needed to be given and documented. He felt Krystin Deschamps needed to work up a document for the next meeting. This Policy on complete withdrawal was tabled until the first Fall 2006 meeting.

5. **Retroactive adjustment of Academic Standing in Banner:** Krystin Deschamps provided two handouts showing how Banner will not allow for a change in standing for a completed term, even though the student has retaken a class and received a higher grade. It will not give the student a benefit of doubt. Heidi Beck indicated it was a Banner issue. Dwight Israelsen questioned what happened before in the old SIS system, and was it handled the same way? How to deal with the F grade if the student was in good standing? Krystin indicated it would be manually adjusted. She also indicated that the transcript shows an accurate reflection and that she could change retroactively the notation of good standing for terms in which a student’s original GPA was below 2.0 to a period.

Stan Allen indicated that if an employer looked at the present transcript, it would apply to lack credibility and the student would not be hired.

Heidi Beck moved to start to follow this policy in Banner, which Dwight Israelsen seconded. Continued discussion indicated that if a student did not obtain a 2.0 GPA that the transcript would not show good standing. The motion carried with two against.

John Mortensen moved that if an incomplete became an F, it would be reflected in the GPA and academic standing with Dwight Israelsen seconding and the motion carried.

6. **Articulation of courses that were taken more than seven years ago:** John Mortensen wondered that when a transcript contained coursework more than seven years old if the classes could be considered equal to current ones with the same course number, or treated as elective credit, or needed to be evaluated by the department. The GED requirements are valid for seven years.

Stan Allen felt this should be left up to the department, if the transcript is older than seven years. It should not be articulated, but left up to the department to decide.
7. **Other business:** Chairperson elect Scot Allgood inquired whether the committee members would wish to meet at the Family Life Building on the Quad or at the Family Life Center next year. It was decided to hold meetings at the Family Life Building.

John Mortensen indicated that he might not be a member for the 2006-07 year. Jeff Walters indicated that the Provost’s office would need to coordinate with Colleges to choose replacements for any of their members who will not be continuing on.

The meeting adjourned at 4:35 p.m.