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Academic Standards Committee
Draft Minutes Feb. 8, 2007

Attendance: Stephanie Hamblin, Roland Squire, Scot Allgood, Peter McNamara, Staci Meacham (in place of Michelle Lundberg), Chris Call, Krystin Deschamps (RFYE), Kathryn Turner, Dwight Israelsen, John Mortensen, Janis Winkler

The meeting was called to order by Chairman Scot Allgood at 3 p.m. in FL 113.

Two typographical mistakes were noted in last month's minutes. The minutes were approved as corrected.

1. Academic Warning and Transfer Student Issues dealt with similar issues so these two topics were discussed together. Both the Registrar's Office representative and Retention and First Year representative explained their concerns and suggestions. Transfer students who have a low gpa based on USU gpa only, are receiving probation notices one semester, and suspension notices the next. Timing of notification of the student (by the fifth week of the next semester) does not encourage the student to visit with the advisor before they register. There are many students who go through what is termed "Transfer Shock." Krystin Deschamps from the Retention and First Year Office will put the ideas we discussed in policy form to vote on next month.
2. Syllabi access: Proposed policy: Departments shall keep syllabi from all courses for 5 years in either electronic or hard copy format.
The Motion was moved, seconded, and approved

It was moved that the agenda be opened for John Mortensen's Late Drop Policy. Seconded and approved to open the agenda.

3. Rather than having a student use the academic record adjustment when extenuating circumstances make it necessary for a student to drop a class (or classes) late in the semester, have a "Late Drop Policy." Preliminary wording "Allow student to drop a course after the published deadline under extenuating circumstances (like illness, death in the family, depression, etc.). A petition with materials submitted (same as the materials submitted for an academic record adjustment) will be required." This preliminary motion was moved, seconded and approved by the committee. John Mortensen will put this proposal in policy format. (Please see attached.)

Next meeting: Thursday, March 8, 2007

Chairman Scot Allgood adjourned the meeting at 3:55 p.m.