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DRAFT

Academic Standards Committee
Minutes 3/8/07

Attendance: Stan Allen, Chris Call, Peter McNamara, Joyce Kinkead, Scot Allgood, Ed Reeve, John Mortensen, Stephanie Hamblin, Kathryn Turner, Michelle Lundberg, Kevin Abernethy, Leslie Hofland

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

February's minutes were approved as written.

1. Joyce Kinkead led the discussion about the undergraduate research scholar transcript designation. The question was raised as to the possibility/desirability of putting the designation on the degree and not just the transcript. Joyce will look into this.
Proposal: to begin an undergraduate research scholar transcript designation. ([see attachment](#)).
The Motion was moved, seconded, and approved.
2. Regarding Academic Appeals, Dallin Phillips was not at the meeting and no one has heard from him. Scot asked Michelle and Kevin to follow up with him.
3. Syllabi: Course fees and what they are used for should be disclosed on syllabi.

It was suggested that to make syllabi information more readily accessible, it should be put on the university's website under "S" in the A-Z index.

Proposal: Recommend that the Provost's office discuss this syllabus information at department head training before the beginning of fall semester.

The Motion was moved, seconded, and approved.

Proposal: the applicable code and syllabus-writing recommendations should be added to the provost's webpage in an easy-to-find location and should be updated as needed.

The Motion was moved, seconded, and approved.

[See syllabus attachment](#).

4. New chair: Motion was made to re-elect Scot Allgood as Committee Chair for another year. Motion was seconded and approved.

April meeting tentatively scheduled for April 12. If there are no agenda items, meeting will be cancelled.

Chairman Scot Allgood adjourned the meeting at 3:45 p.m.