Academic Standards Committee

January 17, 2008 3-4 pm
Snow Room  Family Life 113

Attendance: Pam Dupin-Bryant (in Tooele), Scot Allgood, Janis Winkler, John Mortensen, Kathryn Turner, Stephanie Hamblin, Dwight Israelsen, David Hole

The minutes from the last meeting held on October 11, 2007 were approved.

Business Items:
Kathryn Turner was chosen to be the Vice Chairman of the Academic Standards Committee. This person will conduct the meeting in the absence of the Chairman.
The scheduled committee meeting in March falls during Spring Break. The meeting will be moved to Thursday, March 20, 2008.

Agenda Items:

1. Incomplete Grade Policy and Probation Policy: This was sent back by EPC for revisions. The last paragraph was modified to address concerns. The following was approved.

   Incomplete Grade Policy and Academic Probation Policy (Proposed Addition)
   A student who is on academic probation and receives an incomplete grade in one or more classes may register for classes in the subsequent semester, provided the grades received from his or her other classes are high enough to prevent the student from being placed on academic suspension. A student in this situation, prior to making up the incomplete grade, may enroll in only one subsequent semester. A Registrar’s Office hold will then be placed on the student’s record, preventing him or her from registering for a second additional semester. Additional registration holds may be placed on a student’s record by an academic advisor. The Registrar’s Office hold will not be removed until the incomplete grade is changed to a letter grade. If the resulting grade does not cause the student to be placed on academic suspension, the Registrar’s Office hold will be removed. Other registration holds, such as an advisor hold, will need to be removed by the office placing the hold.

   Exceptions to the one subsequent semester limitation may be made (1) if receiving the grade that accompanies incomplete grade (e.g., a student who receives an IF grade would receive an F if no additional work was completed) would not cause the student to be placed on academic suspension for the semester in which the incomplete grade was originally received, or (2) by memo of justification of the course instructor who submitted the incomplete grade. Any exceptions need to be requested through the Registrar’s Office.

2. Academic Renewal - term with Ws in the middle
The practice was reaffirmed that if a class shows up on a transcript, the student is enrolled.

3. Transcripts from all schools. University policy that transcripts from all previous institutions are required was reaffirmed.
4. Extensions in yearlong courses. This item was tabled until more information can be gathered.

5. Pass/Fail grade and Math
No action needed by this committee. The advisors will counsel the students to take Math 1010 for a grade, not as Pass/Fail.

6. Second Bachelor’s Degree – Some students who graduated from colleges who were not regionally accredited sought to get a second bachelors degree at USU. To accept the first bachelors seemed inconsistent with existing policy. The motion was made and passed that “second degree bachelor’s degrees would only be possible if the student had graduated from a regionally accredited program.”

7. Dropping Courses: Existing policy lets a faculty member drop a student from class if they do not attend class. In some cases this has happened without the student’s knowledge. The motion motion was made and passed:
If a student does not attend a class during the first week of the term or by the second class meeting, whichever comes first, the instructor may submit a request to have the student dropped from the course. Students who are dropped from courses will be notified by the Registrar’s Office via e-mail.

8. Provisional Admission - Feedback from Athletic department is needed so the item was tabled for a future meeting.

9. Foreign language question- Does American Sign Language meet the criteria for a foreign language? It is a common practice among universities for ASL to count as a foreign language. Policy language will be drafted for consideration at our next meeting.

10. Discussion of academic cheating code.
Scot Allgood gave us a handout for this. A draft will be brought before the committee for next month.

11. Do instructors have the freedom to make a C- be the Fail cutoff for classes earning a letter grade? University policy states that the grading for Pass/Fail is P, D+, D, D- or F. This item was tabled.
Chairman Scot Allgood adjourned the meeting at 4:25 p.m.
Next meeting: Thursday, February 14, 2008 3:00 p.m. FL 113