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Academic Standards Subcommittee Minutes, September 10, 2009

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Academic Standards Committee Meeting Minutes
September 10, 2009 3 pm 113 FL
Convened 3 pm, Adjourned 3:55

Attendees: Pete Campbell, David Hole, Michael Lyon, John Mortenson, Ed Glatfelter, Scot Allgood

Agenda items:

- Exceptions to University Requirements: Some departments/colleges are allowing advisors to give students upper division credit for lower division courses taken at other institutions or allowing an advisor to give student credits for work experience just before graduation to allow the student to complete degree requirements. With current Banner capabilities, those who make those exceptions will be noted by name and a report given to the appropriate Deans.
- Academic Standing Policy: Current academic standing is based on cumulative GPA. The registrars office is working on a proposal that will change to a semester basis. The initial draft was favorable and after being taken to the Associate Deans Council and back to the Advisors, a formal proposal will be made in the next meeting.
- The following change were proposed and voted upon to update the E-mail Policy

E-mail Communication Policy

All students enrolled at USU ~~are provided with a University e-mail account~~ **must specify a ~~A~~preferred@ e-mail address in the central system of record. A University-provided account or a commercial service provider e-mail account may be specified. APreferred@ e-mail addresses may be specified or changed at <http://id.usu.edu/>**

University officials, including advisors, professors, administrators, and various office personnel, may use a student=s **preferred@** e-mail account as an official means of communication.

It is the responsibility of all students to check their e-mail accounts on a regular basis. Students will be held accountable as being officially notified when any correspondence is sent by University representatives to their **preferred@** e-mail accounts.

~~For verification and security reasons, once a student is enrolled at USU, only the USU e-mail account will be used for official communications.~~

~~Prior to students= enrollment at USU, University officials may correspond with them electronically via other e-mail providers.~~

- FERPA training policy Issues: Current policy states that Deans and Department Heads will insure that faculty are trained in FERPA procedures. HR now tracks this and a motion was made that Administrators will be notified of faculty who are not trained will need to be trained and that the training will be effective for three years. Once the training has expired, that person will not have access to confidential records. Training will be available on-line and will be provided by the Registrars office. This policy to go into effect in October 2010.
- Election of a new Chair: David Hole was elected for the 09-10 academic year