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ACADEMIC STANDARDS SUBCOMMITTEE OF THE EDUCATION POLICIES COMMITTEE

Meeting held October 14, 2021 from 3:00-4:00 p.m. in Champ Hall and via Zoom.

MEMBERS

Present:

- Renee Galliher, Chair, Associate Vice Provost
- Mykel Beorchia, Advising
- Dan Coster, College of Science
- Fran Hopkin, Registrar's Office
- Kacy Lundstrom, University Libraries
- Katie Burns, Student Affairs
- Robyn Peterson, subcommittee secretary (ex officio; not a voting member)

Absent:

- Porter Casdorff, USUSA
- Sterling Bone, Jon M. Huntsman School of Business

Guest:

- Janet Andersen, Vice Provost

AGENDA

1. New Business
 - a. Introductions
 - b. Welcome to Katie Burns, the new representative from the Division of Student Affairs.
 - c. Posthumous Degree Language Adjustment: Janet Anderson
 - i. Janet Anderson presented proposed adjustments to the [Posthumous Degrees](#) language in the catalog. She noted that Utah State does not currently have a standardized process regarding posthumous degrees and that there has been interest in standardizing the process. She mentioned support from various individuals, including the president, provost, various deans, and individuals in the Division of Student Affairs. If students were not close to completing a degree, Janet said that a certificate of achievement could be considered.

Janet mentioned the involvement of Student Affairs and the academic departments in determining whether a posthumous degree is appropriate for individual students. She would like the process to be more standardized and comparable with other USHE institutions. Janet

outlined the current process of handling posthumous degrees, including working with the Division of Student Affairs, associate deans, department heads, and academic advisors.

The committee discussed the determination of degree progress (semesters, credits, degree requirements, etc.). The committee discussed the possibility of creating an honorary-type degree in lieu of an actual degree. Members of the committee considered instituting various levels of degree progress (e.g., 50% or more progress would satisfy the requirements for a posthumous degree, whereas less than 50% progress may constitute a certificate of achievement). Janet would like the decision to be more conversationally based and less mathematically based. The committee discussed revising the current language to include differentiation between degrees that require four or more years to complete and those that are generally completed in less than two years. They talked about the affordances of using the language “reasonably complete” and determined that this approach provides flexibility for all involved.

The committee revised the statement as follows:

“When a current USU student dies, the Office of the Provost will initiate a review of the academic work that has been completed. If it is determined, in consultation with the academic advisor, department head and dean, that the student could have reasonably completed all remaining requirements for a **bachelor’s or a doctoral degree (a four-or-more year degree)** with an additional two semesters of enrollment, the degree will be granted. If it is determined that the student could have reasonably completed all remaining requirements for an **associate’s degree or a master’s degree (a one-to-two-year degree)** with an additional one semester of enrollment, the degree will be granted. If the student does not qualify for a posthumous degree, a certificate of achievement may be awarded to honor the work the student completed. If it is determined that a degree can be awarded, the Office of the Provost will work with the Office of the Registrar to have the posthumous degree posted.”

- ii. *Motion to approve the proposed wording to the Educational Policies Committee made by Fran Hopkin. Seconded by Mykel Beorchia. The vote was unanimous for all present.*

d. Email Communication Policy Language Adjustment: Fran Hopkin

- i. Fran announced that the Registrar's Office is doing a thorough audit of the university catalog content and may find additional policies that will need revisions. The committee determined that the Registrar's Office would have the autonomy to clean up obsolete terms or processes, but that substantive changes would need to be brought to the committee. The committee talked about the various approval methods of entering policies into the catalog.

Fran explained that the decommissioning of the Aggiemail service necessitated a revision to the [Email Communication Policy](#) in the General Catalog due to its language surrounding the preferred email address, which is no longer in effect.

The committee revised the proposed statement as follows:

"USU now provides an official A#@usu.edu email account to all students for use during their academic career. The university uses this address to send important communications to students.

"University officials, including advisors, professors, administrators, and various office personnel, will use this email account as an official means of communication.

"It is the responsibility of all students to check their email accounts on a regular basis. Students will be held accountable as being officially notified when any correspondence is sent by university representatives to their official email account."

- ii. *Motion to approve the proposed wording to the Educational Policies Committee made by Mykel Beorchia. Seconded by Katie Burns. The vote was unanimous for all present.*

Adjourn: 3:44 p.m.