

MINUTES OF THE MEETING
OF THE ACADEMIC POLICIES AND PROCEDURES COMMITTEE

April 1, 2015

The AP&P Committee met on Wednesday, April 1, 2015 at 3:00 p.m. in the William C. Strickland Conference Room of I.G. Greer Hall.

Committee members present: Dr. Dinesh Davé, Dr. Kim Hall, Mr. Jason Miller, Mr. Edgar Peck, Dr. Janice Pope, Dr. Ben Powell, Dr. Rene Salinas, Mr. John Wiswell, Mr. Mason Calhoun, Ms. Abby Hamrick, Ms. Paige Marley, Mr. Carson Rich

Committee members excused: Dr. Jon Beebe, Dr. Teresa Carnevale, Dr. Ellie Hoffman, Dr. Joe Klein, Dr. Kathleen Lynch-Davis

At 3:04 p.m., Dr. Ben Powell noted that we have a quorum and he called the meeting to order.

Minutes

January 14, 2015

VOTE 1 – To approve the January 14, 2015 minutes – PASSED

February 4, 2015

VOTE 2 – To approve the February 4, 2015 minutes – PASSED

Subcommittee Updates

Academic Governance Manual – Mr. Edgar Peck reported that Faculty Senate will vote on all changes we suggest at their last meeting in April. Their recommendation will go to the Provost and be approved for both Faculty Senate and AP&P simultaneously. Mr. Peck also reported recommendations from the subcommittee to edit “Contact time” in the Academic Governance Handbook and delete the following six sections:

1. Absences from classes and class attendance
2. Academic Standing
3. Advanced Placement Program
4. Grades and grade-point average
5. Internship
6. Repeat Policy

A motion was made to table the discussion on the Academic Governance Handbook.

VOTE 3 – To table the discussion on the Academic Governance Handbook until later in the meeting – PASSED

Procedures and Forms – Dr. Ben Powell reported the committee has not met.

Announcements

- a. The General Education Council did not reach quorum at their March 27, 2014 meeting, so there are no items approved.
- b. FIO – The Provost approved the department name change of Family and Consumer Sciences to Family and Child Studies effective July 1, 2015. The department and course prefixes will not be changed.

New Business

Dr. Susan Davies presented proposals from Deans Council.

The proposals from Deans Council were approved as follows: (EFFECTIVE: FALL 2016)

- DeansCouncil_2014_5 Revise the Academic Regulations section of the Undergraduate Academic Bulletin to include information restricting the release of directory information to read as follows:
- II.
University policy regarding confidentiality of student information:
A.
In response to inquiries from the general public, such as prospective employers, credit investigators, etc., only the following directory information is released without the student’s permission:
“the student’s name; local and permanent telephone listing; permanent address; University post office box number; E-mail address; academic classification; enrollment status during a particular academic term (i.e., full-time or part-time); field(s) of study; dates of attendance; degrees, honors and awards received; participation in officially recognized activities and sports; weight, height, athletic statistics and photographic representations of members of athletic teams.” Students may choose to restrict disclosure of directory information by contacting the Registrar’s Office.
- Deans Council_2014_6 Revise the Academic Regulations section of the Undergraduate Academic Bulletin to indicate the policy of being administratively withdrawn from an audited course to read as follows:
- Auditing a Course
Students enrolled at the University or students admitted with satisfactory records of experience and education may enroll for specific courses as auditors. Students who audit courses must register in the Registrar’s Office, pay regular fees, be regular in attendance, but will not receive grades or credit. A “Request to Audit” form, available on the Registrar’s Office website, must be completed by the student, approved by the faculty member teaching the class, and submitted to the Registrar’s Office by no later than the end of the “Drop-Add Period” indicated in the published Schedule of Classes. If a student does not regularly attend an audited course, the instructor may request an administrative drop. The instructor should provide documentation to the Registrar’s Office with the recommendation.

Deans Council_2014_7

Revise the Academic Regulations section of the Undergraduate Academic Bulletin to indicate the policy of Commencement Walkers to read as follows:

Graduation

Degrees are conferred and diplomas are mailed at the close of each academic term (fall, spring, summer). Formal graduation ceremonies, however, are held only at the close of fall and spring terms.

Candidates for the baccalaureate degree must file an application with the Registrar's Office at the beginning of the term prior to the one in which graduation requirements will be completed. At the beginning of each term, the Registrar's Office will notify all seniors ostensibly eligible to apply to graduate (i.e., those currently enrolled for a sufficient number of hours to meet the University requirement) of the required procedure and deadline date. Exceptions to the deadline date will be made ONLY by the degree-granting Dean's Office.

Commencement Walkers

University Commencement is a ceremony celebrating the completion of a students' degree requirements. Participation (walking) in the Commencement ceremony is not synonymous with graduating. While the ceremony is an important representation of the conclusion of a student's academic career, the actual process of clearing a student to graduate and conferral of the degree occurs separately. Degree-seeking undergraduate students are invited to participate in the Commencement ceremony and have their names printed in the Commencement program if and when they have submitted a formal application for graduation.

Spring Commencement includes:

- Undergraduate students who have applied for graduation and will complete their requirements in either May or August

Commencement includes:

- Undergraduate students who have applied for graduation and will complete their requirements in December.

The AP&P student voting members request that the Provost expedite the effective date to Fall 2015.

VOTE 4 – To approve the proposals from Deans Council – PASSED

Dr. David Wiley presented a proposal from the Reich College of Education for the Department of Family and Consumer Sciences.

The proposal from the Department Family and Consumer Sciences was approved as follows:
EFFECTIVE: FALL 2016)

COE_FCS_2015_12

Revise the major requirement for all majors in the Department of Family and Consumer Sciences to read as follows:

Students majoring in Apparel Design and Merchandising; Child Development (non-teaching); Child Development: Birth Through Kindergarten; and Family and Consumer Sciences, Secondary Education are required to make a grade of “C” (2.0) or higher in all major requirements.

Note: Apparel Design and Merchandising moved to the College of Fine and Applied Arts, effective Fall 2015. This correction applies to the 2013-2015 and 2014-15 Undergraduate Bulletin.

VOTE 5 – To approve the proposals from the Department of Family and Consumer Sciences – PASSED

The discussion on the Academic Governance Handbook was returned to the table.

VOTE 6 – To approve changes (see page 1) to the Academic Governance Handbook – PASSED

Old Business

Other

Adjournment

VOTE 7 – To approve adjournment of the meeting – PASSED

ACADEMIC POLICIES AND PROCEDURES COMMITTEE
April 1, 2015
 Unofficial Vote Record

Committee Members	1	2	3	4	5	6	7	8	9	10	11	12	13
Jon Beebe	-	-	-	-	-	-	-						
Teresa Carnevale	-	-	-	-	-	-	-						
Dinesh Davé	Y	Y	Y	Y	Y	Y	Y						
Kim Hall	Y	Y	Y	Y	Y	Y	Y						
Ellie Hoffman	-	-	-	-	-	-	-						
Joe Klein	-	-	-	-	-	-	-						
Kathleen Lynch-Davis	-	-	-	-	-	-	-						
Jason Miller	Y	Y	A	Y	Y	Y	Y						
Edgar Peck	Y	Y	Y	Y	Y	Y	Y						
Janice Pope	Y	Y	Y	Y	Y	Y	Y						
Ben Powell	Y	Y	Y	Y	Y	Y	Y						
Rene Salinas	Y	Y	Y	Y	Y	Y	Y						
John Wiswell	Y	Y	Y	Y	Y	Y	Y						
Mason Calhoun	Y	Y	Y	Y	Y	Y	Y						
Abby Hamrick	Y	Y	Y	Y	Y	Y	Y						
Paige Marley	Y	Y	Y	Y	Y	Y	Y						
Carson Rich	Y	Y	Y	Y	Y	Y	Y						

The recommendations from the April 1, 2015 Academic Policies and Procedures Committee meeting are approved including the change in effective date of the Deans Council proposals.

Stan R. Aeschleman 4/23/2015
 Stan R. Aeschleman Date
 Interim Provost and Executive Vice Chancellor
