

MINUTES OF THE MEETING
OF THE UNDERGRADUATE ACADEMIC POLICIES AND PROCEDURES COMMITTEE
April 1, 2020

The Undergraduate AP&P Committee met on Wednesday, April 1, 2020 at 3:00 p.m. by Zoom.

Committee members present: Dr. Jon Beebe, Dr. C. A. Debelius, Dr. Shanan Fitts, Dr. Christina Hayes, Dr. Jeff Hirst, Dr. Joe Klein, Dr. Steve Leon, Dr. Ellen Cowan, Dr. Courtney McGahee, Mr. Jason Miller, Dr. Tanga Mohr, Dr. Lisa Poling, Dr. Shannon Shanely, Dr. Teressa Sumrall, Mr. John Wiswell, Mr. Michael Davis, Mr. Connor Schaline

Committee members excused:

Committee members not excused:

At 3:00 p.m., Dr. Tanga Mohr noted the quorum was met and she called the meeting to order.

Approval of Minutes

January 15, 2020

VOTE 1 - To approve the January 15, 2020 minutes - PASSED

February 5, 2020

VOTE 2 - To approve the February 5, 2020 minutes - PASSED

Subcommittee

Announcements/FIOs

- FIO - Semester Offerings Changes - None

Unfinished Business

New Business

ORDER OF PRESENTATION (Total 2)

Deans Council (2)

Dr. Mark Ginn presented proposals (2) from Deans Council - Requesting Effective Fall 2020

Deans_Council_2019_4 Change the Foreign Language Placement Policy in the Undergraduate Bulletin. The revised policy is at the end of the minutes.

VOTE 3 - To approve the proposal from Deans Council - PASSED

Special Proposal Establish an Enhanced Pass-Fail Alternate Grading System Due to the COVID-19 Global Health Pandemic. The policy is at the end of the minutes.

Dr. Jon Bebee made call to question

Second by Mr. Connor Schaline

VOTE 4 - To end discussion - $\frac{2}{3}$ majority vote needed - 72% - PASSED

VOTE 5 - To approve the Deans Council Special Proposal Mark Ginn submitted with the addition of a statement that if a student is taking a course seeking grade forgiveness this semester, a P cannot replace a letter grade; change "first two letters" to "first two characters" - PASSED

Other

Adjournment

Vote 6 - To approve the motion to adjourn - PASSED

UNDERGRADUATE ACADEMIC POLICIES AND PROCEDURES COMMITTEE
April 1, 2020
 Unofficial Vote Record

Committee Members	1	2	3	4	5	6	7	8	9	10	11	12	13
Jon Beebe	Y	Y	Y	Y	Y	Y							
C. A. Debelius	Y	Y	Y	Y	Y	Y							
Shanan Fitts	Y	Y	Y	Y	Y	Y							
Christina Hayes	Y	Y	Y	Y	Y	Y							
Jeff Hirst	Y	Y	Y	Y	Y	Y							
Joe Klein	Y	Y	Y	A	Y	Y							
Steve Leon	Y	Y	Y	Y	Y	Y							
Ellen Cowan (sub Levine)	Y	Y	Y	Y	Y	Y							
Courtney McGahee	Y	Y	Y	A	Y	Y							
Jason Miller	Y	Y	Y	Y	Y	Y							
Tanga Mohr	Y	Y	Y	Y	Y	Y							
Lisa Poling	Y	Y	Y	Y	Y	Y							
Shannon Shanely	Y	Y	Y	Y	N	Y							
Teressa Sumrall	Y	Y	Y	Y	Y	Y							
John Wiswell	Y	Y	Y	Y	Y	Y							
JoMichael Davis	Y	Y	Y	Y	Y	Y							
Connor Schlaline	A	A	Y	N	Y	Y							

The recommendations from the April 1, 2020 Undergraduate Academic Policies and Procedures Committee meeting are approved.

Heather Norris 4.3.2020

 Heather Hulburt Norris Date
 Interim Provost and Executive Vice Chancellor

Proposed Catalog Copy

Language Placement Exam Requirement:

A language placement exam is required of all students enrolling in their first language course at the 1020 level (Beginning II) or above. The placement exam score remains valid for only one year. Information about placement exams in all languages is available on the website of the Department of Languages, Literatures and Cultures (<http://dllc.appstate.edu/node/674>). Students are expected to enroll in the course indicated by the results of their exam. When warranted, a student's placement level may be adjusted after consultation with the language advisor or faculty member. Students with transfer credit in a language who wish to continue in the same language are not required to take the placement exam. However, students with transfer credit are encouraged to consult with the faculty advisor for that language.

~~A student who enrolls in a course lower than the placement level indicated will not be granted credit for the course. Courses taken below the placement level count as credit toward course load and full-time student eligibility, but do not count toward hours required for graduation and will not be calculated as part of the GPA. Placement credit will be awarded to students only if they successfully complete (with a "C" or better) the course they score into.~~

~~Placement credit will be awarded in the following manner:~~

- ~~• Students placing into and successfully completing 1020 receive placement credit for 1010.~~
- ~~• Students placing into and successfully completing 1040 receive placement credit for 1010 and 1020.~~
- ~~• Students placing into and successfully completing 1050 receive placement credit for 1020 and 1040.~~
- ~~• Students placing into the 2000 level (advanced) may choose 2005 or 2010 as a validation course. Successfully completing the 2000 level class would gain placement credit for 1040 and 1050.~~

~~Transfer students with college credit in a language who wish to continue in the same language are not required to take the placement test. However, transfer students are encouraged to consult with the faculty advisor for that language.~~

All students who wish to enroll in courses on the level of 2000 or above must take the placement proficiency tests or complete course work through the intermediate level of that language (1050). Generally, all classes in the Department, except those designated as LLC (Languages, Literatures, and Cultures) courses, are taught in the target language. LLC courses are offered in English and may count towards the major only under special circumstances and with the consent of the advisor and departmental chair.

Enhanced Pass-Fail Alternate Grading System
Undergraduate Courses
Spring Semester 2020
Appalachian State University

Because the COVID-19 Global Health Pandemic forced the suspension of face-to-face course offerings midway through the Spring 2020 semester, resulting in all university courses being moved online, Appalachian State has adopted an Enhanced Pass-Fail Alternate Grading system as an **opt-in choice** for all undergraduates for the Spring 2020 semester only. This policy was approved by the Deans Council and the Undergraduate Academic Policies and Procedures Committee. A similar policy has been developed for graduate classes.

All faculty will submit their grades consistent with the grading system that students initially registered under and will not know if students have chosen the alternate grading system when they record grades. Thus for the vast majority of students grades will be submitted in a letter grade (A,A-,B+,...D-,F) format. Students will have the option of choosing to switch to the Enhanced Pass Fail Alternate Grading System on a course by course basis at any time between April 20 and May 17 at 11:59 PM (this is the Sunday **after** grades are due.) This choice will be made through Banner Self Service. Instructions on how to do this will be posted to Banner Self Service by April 20.

We encourage all students to seek advice from their college or departmental advisors before deciding whether or not to utilize this system.

All Education majors, including Secondary Education and Special Area (K-12), which lead to licensure, are strongly encouraged to consult with their academic advisors to discuss the potential implications before choosing the Enhanced Pass-Fail option. Licensure programs have legislative mandated GPA requirements (2.7) for Admission to Teacher Education and eligibility to Student Teach. All licensure programs require a minimum grade of C or higher for required courses. Visit the [James Center for Student Success and Advising](#) web page for advising dates and times.

Overall Changes

- Neither Dean's nor Chancellor's list will be awarded for this semester.
- No students will be placed on Academic Probation this semester, nor will any student move from Academic Probation to Continued Probation, nor from Continued Probation to Academic Suspension.
- The normal restrictions on the requirements that can be fulfilled by Pass-Fail classes are waived for this semester.

- A note will be added to all academic transcripts indicating the major disruption this pandemic has caused to the academic experience.

Alternate Grading System

- If a student chooses to adopt the alternate grading format for a course, their grade in that course will not be used in GPA computations. Furthermore the grade will be recorded by adding a “P_” before the grade assigned for passing grades and by changing an F to NC. Thus the possible grades in the alternate system are P A, P A-, P B+, P B, P B-, P C+, P C, P C-, P D+, P D, P D-, and NC and these will be the grades that will appear in Banner, including in Banner Self Service. All official transcripts from Appalachian State only show the first two characters of the grade so will either show P or NC. A grade of NC does not earn course credit, does count as attempted credit hours, but is not used in GPA computations.
- The letter grade part of the grade will still be used in determining major, minor, certificate, and prerequisite requirements if there is a grade requirement.
- If a student is taking a course seeking grade forgiveness this semester, a P cannot replace a letter grade. They must stay with the letter grade option. However, they will be allowed to use grade forgiveness again for this course at a future time if desired.