

Educational Policies and Procedures Committee
Minutes
22 November 2010

Present: Mary Anne Gaffney (Chair), Suman Batish, Bruce Conrad (secretary), Jimmy Curran, Chris Dennis, Michele O'Connor, Catherine Schifter, Karen M. Turner, Kate Wingert.

1. The minutes of 10 October approved with minor corrections.
2. A list of **eliminated core courses** was distributed, and is attached to the official copy of these minutes. The list includes a table that associates each eliminated course to a GenEd course that can be used in substitution for eliminated courses by students who would like to repeat a course for a better grade. It was noted that students have been getting permission from faculty to make substitutions on an *ad hoc* basis. This leads to disappointment when such a substitution is disallowed. Associate deans for undergraduate studies will be asked to inform their faculties that substitutions for discontinued courses must be approved by their college advising services. **Action:** The action to work with the Associate Deans was approved.
3. A draft policy on **undergraduate leaves of absence** was distributed. There has been confusion about this policy, especially as it impinges on medical withdrawal. It is to be understood that a leave of absence cannot be granted to a student to commence in the middle of a semester. An application for a leave of absence can only be approved for a future semester, or during the drop/add period of a current semester. Implementation of the policy, which is stated rather generally to avoid having revisions (which need Trustee approval), will be in consultation with advising directors. **Action:** there was no objection to the policy.
4. A draft policy on **academic forgiveness** was distributed. The policy is designed to replace the previous policy on academic warning, probation, and dismissal. The latter policy involved the computation of deficiency points, which was done by a script written for ISIS. We are switching to Banner, a commercial product for which we cannot write such scripts, so the policy had to be replaced. With the new policy there is a table that lists, for each number of credit hours earned, the minimum GPA to avoid dismissal. The new title of the policy reflects positive thinking, and some significant changes: there is no longer a “conditional status,” and students who were dismissed under the policy can apply for reinstatement after four years (previously a student would have to wait five years). Courses that were taken prior to dismissal with grades of C— or better will be granted credit, but will not be included in GPA calculations. This policy leaves out details that are included in the policy on academic standing (see ¶5).
5. A draft policy **academic standing** was presented by the Office of the Senior Vice Provost for Undergraduate Studies. The policy makes a distinction between the status “Academic Good Standing,” which merely designates that the student is enrolled in an associate or degree program, and the evaluation of academic performance. Because students with satisfactory academic performance require no attention from this policy, it focuses on levels of unsatisfactory academic performance, of which there are three: “Academic Warning” (for first-year students with GPA < 2, or with most recent semester GPA < 2), “Academic Probation” (for continuing students with GPA < 2), and “Academic Dismissal” (for a student who was on academic probation in the previous semester and whose GPA triggers dismissal.) Academic dismissal also applies to any student who has not, after the maximum number of allowable attempts, passed any one of the following courses: Math 0701, English 0802, IH 0851, and IH 0852. This policy attempts to clarify the academic forgiveness policy that was considered in ¶4, by requiring that “Application for reinstatement to degree candidacy must be made to the student's school/college at the time of dismissal.” It also states that final determination of courses is the responsibility of academic units, and that students can apply for academic

forgiveness when applying for reinstatement. It is not made clear how a student could be reinstated without the GPA reset that comes with academic forgiveness. **Action:** There was discussion of the appropriateness of having the school/college from which the student was dismissed handle the application for reinstatement. Once reinstated, it would be necessary for many students to initiate intra-university transfer procedures to move to a school/college in which success is perceived to be more likely.

6. Adjournment: the meeting adjourned at 3:30 PM.

Respectfully submitted,

Bruce Conrad