From: nelson
To: "Baldwin, Thomas R."; "Crawford, David"; "Golembiewski, Robert"; "Jeremiason, Katie Marie"; "Johnson, Marshall Eugene"; "Melsa, Cleon"; "Mullins, Lynnette"; "Uttermark, Val"; "Westrom, Lyle";
Subject: Minutes AS&P Committee 2/28 /08
Date: Monday, March 17, 2008 4:30:48 PM

AS&P Committee
2 pm on 2/28 /08
Selvig 308

Minutes

PRESENT: Baldwin, Crawford, Golembiewski, Melsa, Mullins, Nelson, Westrom
ABSENT: Jeremiason, Johnson

I. M/S/P to approve 2/15/2008 minutes.

II. Contract requirements for online classes. The Committee reviewed the current academic contract requirements that were designed for students registered in traditional on-campus courses. Contract students are required to attend a mandatory orientation meeting at the beginning of the term to review contract requirements. They are required to complete a weekly report form that requires the signature of each instructor and the instructor's notation of: (a.) unexcused absences, (b.) approximate grade, and (c.) corrective action required. Students enrolled in online classes have been requested to provide an e-mail from the instructor in lieu of obtaining a signature. After obtaining all instructors' signatures, the student is required to meet with his/her academic adviser and a counselor and to obtain their signatures. The completed weekly form is then turned in at the Office of the Registrar by noon each Monday. Failure to comply with any of the contract requirements results in the student's suspension for a period of one academic year. With the proliferation of distance-students and online courses, the "enforcement" of contract requirements by the Office of the Registrar (Val) has become problematic.

Should different requirements be developed for students on academic contract enrolled in online classes? After considerable discussion, **NO ACTION** was taken. Effective immediately the Office of the Registrar will discontinue requiring students in online classes to provide weekly e-mails from the instructor.

III. University policy stipulates that "developmental" courses (defined as 0xxx level) shall not count toward fulfilling any University academic requirement and

shall be excluded from all GPA calculations. Such courses carry no grade points and the credits for the course do not count toward any academic degree program. The question had been raised as to how the Office of the Registrar should treat 0xxx courses in determining Probation, Suspension, Dean's & Chancellor's Lists.

M/S/P - 0xxx—courses that do not carry credits toward any University degree, do not carry grade points and are not included in GPA calculations. All 0xxx courses shall be graded on the satisfactory-no credit (S-N) system unless explicitly authorized by the Faculty Assembly.

M/S/**Failed** to allow courses with the ESL designator to continue to be offered as graded (A-F).

IV. Meeting adjourned.