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; 11/28/2007
Date:	Wednesday, November 28, 2007 2:27:09 PM
Attachments:	RE UMC Athletics During Finals Week.msg

ACADEMIC STANDARDS & POLICY COMMITTEE
MINUTES
11/28/07

PRESENT: Melsa, Westrom, Nelson, Mullins, Baldwin, Golembiewski, Johnson, Jeremiason
ABSENT: Crawford
OTHERS: None

1. The Committee reviewed the results of the work plan survey and established the following work plan for 2007-08 (in priority order):

a. **The Minnesota Department of Education has requested information regarding UMC's policy on awarding academic credit for International Baccalaureate (IB) courses.** UMC does not have an IB policy. Should UMC adopt a policy establishing the minimum score that will be recognized for credit, the specific college/ university course that is considered equivalent, and the amount of credit that will be granted?

b. Athletic Events during Study Day and Finals Week. According to UM General Counsel the U of MN policy does not apply to UMC since our faculty group now is union. Thus, the athletic department needs to know what our campus policy will be for student athletes participating in practice and possibly competition during finals week. In the past the UM Senate Committee on Educational Policy approved student-athlete participation in practice and competition during finals week if they receive a post season bid to a regional or national tournament.

c. Contract requirements for online classes. Current contract requirements were designed for traditional students registered in all regular on-campus courses. The weekly report form requires the

signature of each instructor and notation of: (a.) unexcused absences, (b.) approximate grade, and (c.) corrective action required. Should different requirements be developed for students on academic contract enrolled in online classes?

d. Instructor participation in submitting mid-term grade alerts. Instructor participation in submitting mid-term grade alerts is voluntary. The most current UMC faculty participation (Fall 2007) shows that 50% of the course sections had at least one mid-term alert submitted. Is participation sufficiently high given our retention/ graduation rates? Should there be an expectation that all faculty submit alerts?

e. POLICY ON MAKEUP EXAMINATIONS FOR LEGITIMATE ABSENCES Review issues related to University's policy: "Students shall not be penalized for absence due to unavoidable or legitimate circumstances. Such circumstances include, but are not limited to, verified illness, participation in intercollegiate athletic events or other group activities sponsored by the University, subpoenas, jury duty, military service, and religious observances. Students are responsible for providing documentation to the instructor to verify the reason for the absence."

The remaining two items were not prioritized:

Eligibility for resident students to enroll in online classes. Review the need for a policy establishing minimum requirements for students enrolled in traditional on-campus classes (not distance only) to take online (E90) classes. The following motion was passed by AS&P and Campus Assembly in May 2006: "Any student who [is] on academic contract shall not be allowed to take an on-line course." Chancellor Casey did not implement this policy change requesting further study of the issues involved

Student registration in courses not applicable to degree to improve GPA. Review the need for a policy to address issue of students (all students? on academic contract?) who register for credits not applicable towards progress to degree solely to improve grade

point average.

2. Discussion ensued regarding the suggested topic added to the survey:

> *CA 1010 (Intro to Computers) is a campus requirement yet we don't offer multiple sections here on campus both semesters. Better yet, it is only offered online in the spring. If a student needs an introduction to computers, why should he/she be taking it online? Shouldn't the student be in a classroom where a faculty member could assist them. Because of the limited sections and time offerings, there are transfer students that are graduating seniors having to take CA 1010. This topic needs to be addressed.*

A motion was made/seconded/passed to invite Dave DeMuth, M/S/T Department Head, and the lead CA 1010 instructor to the next Committee meeting to discuss the Committee's questions and concerns. It was suggested to extend the invitation to other faculty who may be knowledgeable on this topic and the curriculum content.

3. Nelson briefly introduced the topic of establishing an International Baccalaureate (ID) transfer credit policy. It was proposed that the Committee follow the same procedures as used during 2006-07 to establish a similar policy on Advanced Placement (AP) credit. Nelson will prepare a draft policy statement and related materials for the next meeting.

4. The Committee briefly discussed the topic of **"Athletic Events during Study Day and Finals Week".** Nelson was requested to forward to the Committee the draft policy prepared by Senior VCAA & SA Baldwin last spring (ENCLOSED). Nelson was also requested to provide the original response from UM General Counsel regarding the issue of U of Mn policy not applying to Crookston since our faculty are unionized (SEE THE 4/19/07 E-MAIL FROM JASON TANGQUIST EMBEDDED IN THE ENCLOSED E-MAIL).

5. ADJOURNED