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CWU Academic Affairs Committee Minutes - 02/ 11/16

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Academic Affairs Committee
February 11, 2016
Minutes

Present: Rodney Bransdorfer, George Drake, Janet Finke, Dan Lipori, Jason Underhill, Thomas Tenerelli, Penglin Wang, Clem Ehoff, Lindsey Brown, Danielle Neal

Absent: David Martin, Janet Shields!!!

Guests(s): none

Dan called meeting to order at 3:34 pm

Approval of Minutes – Rodney moved to approve and Clem seconded. Minutes were approved as presented

Chair Updates- Organizational Policy Structure got enough yes votes to pass on to EC

Old Business

a. Scholastic Standards Policy

-changed wording in first paragraph of B.3 now reads:

3. Academic Probation: ~~A student who has been on academic warning will be placed on academic probation if either the quarterly or cumulative GPA for the previous quarter is below 2.0.~~ Students will be placed on academic probation if they are currently on academic warning and the quarterly GPA falls below 2.0. Students currently on academic probation will continue on academic probation until their cumulative GPA is 2.0 or higher.

Scholastic standards policy was approved with this change, and will be sent forward to EC

b. Grade change policy/procedure

-this was discussed at length the remainder of the meeting

Some of talking points/issues brought up:

-there are some items on grade change form that are not in Statute of Limitations Policy; policy should reflect the form (or change the form) (the policy says very little)
-current policy for incompletes is one year before it turns to an 'F' and registrar sends reminders to both student and faculty member that incomplete is still out there
-right now registrar has final say on exceptions (this happens about 75-85 times a year); some are valid and some are not, or have no documentation that the work was completed

by student; should it be the registrar that grants exceptions, or should it be another person or a committee?

- how long should exceptions be made (if at all); is there some form of appeal process and/or form to filled out (to document appeal and that work has been completed)?
- needs to be more clarification/description of differences between 'incomplete to grade', 'grade to grade', and 'grade to incomplete' (we were a little confused!)
- how far up the ladder do grade changes need to go (Dept. chair; dean; higher) especially since upper level probably just rubber stamp them? Much discussion about perhaps sending these to provost
- can an incomplete that turns to an F after a year now become a possible grade to grade change?
- should there be a more descriptive form document completion of incomplete or grade change? What about a contract for incompletes?

General consensus on some of these issues:

- there needs to be a clause to allow for exceptions to policy and this decision should not be made by the registrar
- policy and form need to align together better
- want to avoid rubber stamping by higher authorities; perhaps send to a committee instead of going to dean/provost

Took a vote as to whether an exception should be made for a grade to grade change after 1 quarter (not including incomplete to F). This passed.

Dan will send out talking points/areas of concern about grade change policy for feedback before next meeting.

Meeting was adjourned at 5:06pm