

COMMITTEE: Admissions & Retention Policies

MEETING DATE: February 3, 2020

PERSON PRESIDING: Eli Hvastkovs

REGULAR MEMBERS IN ATTENDANCE: Guglielmo Fucci, David Hisle, Stephanie Jung-in Bae, Jason Mose,

EX-OFFICIO MEMBERS IN ATTENDANCE: Angela Anderson, Gregory Lapicki, Jean-Luc Scemama, and Steven Asby

OTHERS IN ATTENDANCE: Rachel Baker

ACTIONS OF MEETING

Agenda Item: Approval of the minutes of the January meeting

Discussion:

Action Taken: Fucci moved that the minutes of the January meeting be approved by the committee. The minutes were unanimously approved.

Assigned additional duties to:

Agenda Item: Update regarding Academic Integrity Violations and visitors to class that have not had prior approval

Discussion: Eli Hvastkovs gave the following updates to the committee:

- 1) the policy on visitors to class that have not had prior approval has been approved by the faculty senate.
- 2) The current draft of the academic integrity violations policy has been approved by the University counsel. Eli Hvastkovs will present it to the faculty senate at its next meeting.
- 3) The proposal of the A&RP committee to limit the use of grading services like GRADIFY will be presented by Eli Hvastkovs at the next faculty senate meeting.

Action Taken:

Assigned additional duties to:

Agenda Item: Grade forgiveness and replacement policy

Discussion: Angela Anderson and Steven Asby described to the committee the proposed changes to the grade forgiveness and replacement policy. The proposed forgiveness policy will allow the University to automatically apply the forgiveness of failing grades to those returning students who qualify for it. The proposed grade replacement policy allows the students to use a grade replacement a maximum of four times in any class the student wishes to replace the grade. The policy acts retroactively for all students completing degree requirements in catalogs which have not yet expired. The committee suggested to replace all instances of the word “granted” to “applied” in the revised policy documents.

Action Taken: David Hisle moved to approve the Grade forgiveness and replacement policy as presented. Eli Hvastkovs seconded. The motion was unanimously approved.

Assigned additional duties to:

Agenda Item: Discussion about the office hours policy in the faculty manual

Discussion: The committee discussed the issue of updating the current office hours policy. The committee suggested that faculty members should the flexibility to hold office hours both in an on-campus and/or virtual location. The committee discussed if the current minimum required number of office hours should be reflecting the teaching load of an individual faculty member.

Action Taken: The committee decided to continue the discussion of this issue at its next meeting.

Assigned additional duties to:

The meeting adjourned at 5:05 pm

NEXT MEETING: March 2, 2020

ITEMS TO BE DISCUSSED: