Attendance:

Seth Weinberger, Sarah Moore, Betsy Kirkpatrick, Gary McCall, Maria Sampen, Tim Beyer, Ben Lewin, David Scott, Jack Roundy, Brad Tomhave, Don Marshall, Katie Hamachek, Sarah Apple

Minutes of last meeting were approved

Call for announcements- none

Petitions report from B.T. for the period 09/03/2009 – 09/16/2009

3 Approved Late Adds
1 Approved Change of Grading Option from Pass/Fail to Graded
2 Approved Time Conflicts
1 Approved 2nd Repeat
1 Approved Waiver of the “6-Year Rule”
2 Approved Waiver of Minimum GPA for Independent Study
1 Denied Waiver of Minimum GPA for Independent Study
1 Approval to Attend Community College as an Upper-Division Student
12 total

Registrar Approved:
Preview Team Approved:  5
Sub-Committee Approved:  6
Total Approved: 11
Sub-Committee Denied:  1
Total Petitions: 12

- Petitions Sub-Committee has scheduled its meetings for 2:00 on Wednesdays.
- Due to scheduling conflict, Tim Beyer will serve on Sub-Committee during the spring semester and Ken Clark will serve during the fall semester.
- Student members Katie Hamachek and Heidi Kreiss have joined the Sub-Committee and they will attend their first petitions meeting this afternoon at 2:00.

Review of charges from Senate:
- Violations of academic integrity occurring too late for Hearing-Board decision before the following semester.
- Policy on uses of reading period.
- Policy allowing withdrawal of student from class when absent on first day of semester. Are students aware of this?
- Implementation of new honor code
- Policy on nature and purpose of independent study, in consultation with the Curriculum Committee.
- How courses in excess of those required for a major should be counted in the GPA in the major.
- Means for improving the campus academic climate and its level of intensity.
Minutes from ASC mtg 9/23/09

- Faculty in admissions process: shift in Fall Campus Day
- Faculty in admissions process: yield events
- Faculty in admissions process: meet w/on-campus prospective/tours
- NOTE: M.S. and S.W. emphasized that this issue is really important

Additional items the ASC may consider:
- whether 300 level courses within a student’s major dept, but not required for the major, should be allowed to count toward the graduation requirements of three 300+ level elective courses. The current policies allow for these courses to count toward degree requirements, whereas some feel that the intended spirit of the requirement was to promote diversity in upper level electives outside of the student’s major department.
- in our official publications, we currently do not indicate that the foreign language requirement can be met by substitute courses for students with documented learning disabilities.
- 16 unit rule for transfer credit from community college courses- What is the rationale? How do we know when to exclude CC courses and which ones are allowable when we review petitions to waive this requirement? The basis for the rule needs clarification.
- the Senate is discussing the issue(s) of the Pass/Fail policies that were raised by the ASC last year and the ASC may be asked to continue this topic at a later time.

Discussion: Violations of academic integrity occurring too late for Hearing-Board decision before the following semester. This issue arose, in part, when a student about 2 years ago had a violation at the end of Fall semester, but was not disciplined until the Spring semester.

J.R. - The ASC should give authority to the administration- Assoc. Dean, registrar, and Dean of Students- to make a disciplinary decision prior to the next semester when the Hearing Board would be convened.

S.M. - The faculty reporting of a student violation can be delayed for a number of reasons and the instructor-student confrontation and process still has to occur. Thus, it may be later in Jan even before a Hearing Board can be assembled. And, what if it is later determined that a violation had not occurred?

S.W. - There are two issues: 1) justice- is it just to expel a student 2-3 wks into the semester that follows a violation, i.e. after we have allowed them to return and start classes, etc?, and ; 2) financial- Should we refund there tuition and fees?

B.T. - We can, and have, refunded tuition in similar cases.

D.M. - We could only preemptively expel a student without a hearing board if the student was presumed to pose a danger to the campus community. Otherwise, we would give them fair notice that they might be removed early in the next semester.

D.S. - May not need an extreme change in our current process, granting this authority and rushing the process may not be a good solution.
B. K.- We don’t want to remove them preemptively because what if the hearing board later clears them and they lost a chance to attend the next semester?
S.W.- Maybe the current policy is fine and we just need to give the money back. When does a student learn what is happening in terms of convening the discipline boards?
B.T.- Really depends on the situation.
S.M.- Contacting the student (and faculty) by email can be difficult during the winter break. She tries to present the info in very dry language re: what the charges are and what the process is, and doesn’t get into speculating about all of the possible consequences.
B.T.- There is no appeal process to the Hearing Board decision (unlike Petitions Committee), so we should not hurry the hearing board process.
M.S.- Current process seems to be the best way.
B.K.- We need to inform the student of the potential consequences.
B.T.- He could provide these warning and also solicit a contact with the student to discuss the procedures.
M.S.- We should send the student the exact language in the academic handbook regarding the potential consequences so as to be direct and specific.
S.M.- She is emphasizing more the process; it seems that sometimes the students don’t really realize, or even believe, that that did something wrong
S.W.- S.M.’s letter could include the policy so they know the consequences.
D.M.- Concerning the financial issue, what if the violation was early in the semester? Do I get my money back? Room and board money would not be refunded. Maybe Res Life could use a prorated schedule for refunding board?
Everyone agrees- We want to avoid the obvious legal suits of keeping money when we more or less knew there chances were very high that a student would be expelled early after returning for the Spring semester.
S.W.- We could write into the policy that they risk losing money if they come back and end up being expelled.
B.T.- Res Life would have to adopt a policy to refund money for room and board if the faculty/ACS dictates this as policy.
D.S.- Do we fill in the dorm vacancies from students that don’t return for spring?
D.M.- We do take 30-40 transfer students in the Spring.
K.H.- (student’s perspective) If you get notice, its fair to expel them after they come back in the spring and you could forfeit even your tuition money.
S.W.- reviews the Hearing Board process
D.M.- Does the student have to be present at the hearing board?
S.M.- No
S.W.- The consensus is that the policy as it stands is fine as long as the financial issues can be resolved. We should send the student the handbook language that states they could be dismissed. This should be a part of S.M. initial notice that a Hearing Board is being convened.
Discussion: Reading Period Issue

S.W.- The language of the policy is essentially saying “no other activities” can be held during reading period. So the instructor can not hold a review session, at least in terms of scheduling a classroom to meet. What ends up happening is that instructors find rooms/spaces to conduct reviews sessions. One fear is that new material could be covered during a review.

J.R.- What about the potential for an unfair advantage for those attending a review?

S.A.- This can occur, and the review is optional, e.g. to review and practice problems like in chemistry and math

K.H.- As a student, she has not had any non-science courses conduct review sessions. She would like to see more reviews offered during reading period.

S.W.- Students could ask questions that haven’t been covered in class, and in that way “new” material could be discussed.

S.M.- or, students have asked questions that the instructor has already placed on the exam

M.S.- What about TR courses that miss class mtgs because of R holidays? Theses students have fewer mtg times than the students in MWF sections of the same course. In music courses, this means less practice and it is common for music faculty to hold extra meetings for these students to compensate for a missed class due to a holiday.

D.S.- Maybe having review sessions is just like group office hours and its OK?

S.W.- As long as you don’t call it a review and request a room. His strategy is to truncate his syllabus and have a review the last day of class

S.M.- The restriction for “no other activities” also presented a problem for a group that wanted to hold a concert. They argued that this was stress reduction and a good use of reading period because non-productive things occur when there is no structure. So, what is the point/intention of having reading days?

S.W.- We need to discriminate between these types of activities and mandatory organized meetings for course, athletics, etc.

D.S.- Rephrase “and other activities” since it doesn’t say anything specific about organized, mandated meetings. The language is sufficiently loose that it misses the point- change to “no other university activities”

Everyone - we like the idea of keeping a reading period

S.A.- She might not leave town and go home if review sessions were allowed to be scheduled.

S.M.- We need to consider what we want reading days to be.

B.T.- A review session could be considered as a class meeting.

minutes submitted by Gary McCall