

Minutes
Undergraduate Academic Affairs Committee
March 7, 2019

Members in Attendance: M. Allen, D. Barbeau, G. Barker, E. Blessing, M. Bultas, E. Carnaghan, R. Cole, S. Cooper-Sadlo, E. Crowell, S. Jayaram, J. Glassman, J. Cox, J. Haugen, D. Lohe, A. Rellergert, D. Sleet, S. Steadman, L. Sweetman, K Thatcher, N. Westhus, R. Wood

Guest in Attendance: Debbie Pike and Kyle Crews

Call to Order: R. Wood called the meeting to order at 9:00am.

Approval of Minutes from the February 7, 2019 Meeting: Minutes from the February 7, 2019 meeting were unanimously approved.

SPS General Studies Degree updates (Crews): Kyle presented the proposal. Revision to existing program, wanted to update curriculum that made it more relevant and specific to the professional context of the School. Couple of questions about what it is replacing, Kyle advised the plan was in the back of proposal and explained. No other questions.

Zero to 1 Credit hour: Discussion that was recommended by Jay to bring to this committee. No policy now. This needs to be brought to the Provost, we are not being consistent. Dr. Wood and Ellen to speak with Provost Gillis regarding this matter. Will bring an update hopefully to next meeting.

Program Closure Form: Committee agreed to form, would like sections 9, 10 and 11 changed to 10, 11, and 9 – Angie to do this. Will vote on this at the sub-committee.

Registrar Policies: Jay reported the new packet academic standing, audit, registration procedures and 2nd bachelor's degree.

-Academic Standing – to add the criteria for probation which is the student has 2 or more incomplete or in progress courses. Instructors improve course extensions etc. Use this as a helping method for the student. Voting will take place at the sub-committee meeting.

-Registration Procedures – Jay updated the language – starting with students need to confirm financial services for the classes they are registered in. \$100 late registration fee. Jay working with financial services with some issues and will let us know. Jay will be removing the second sentence. Some thought the fees were high, move to \$50. Internships will not fall under this policy; Jay will make that clear. Jean from Admissions has concerns regarding the transfer students in the first week. Question about payment deadline. Jean would like feedback from Enrollment Management before students are dropped etc., because they think they could get kickback. Jean will circulate thru Admissions. Jay to get clarification and will let us know which date they are referring to. A lot of rewrites, Jay will get to us ASAP.

-Second bachelor's degree - Fine with the 30 hours, but no to the upper levels. Jay to take that portion out. The decision about current students, more discussion needs to be have.

The motion was to accept this and revisit the current student status later. Vote on at sub-committee.

-Audit - change of a sentence, Jay will send out.

No Registrar Report:

Announcements: Martha advised that the Library has worked a deal with the Wall Street Journal for a free subscription. Martha will send out the link to Marleen who will forward to the group.

Meeting adjourned at 10:29am