COUNCIL ON ACADEMIC AFFAIRS
MINUTES
August 17, 2006

Members Present: Allen Ault, Verna Freer, Gary Kuhnhehn, Gerald Pogatshnik,
Heidi Terry, Janna Vice, Deborah Whitehouse, Becky Whitehurst,
James Chapman, Chair, Aaron Thompson, Vice-Chair

Members Absent: Scott Amundsen, Byron Bond, Steve Byrn*, E.J. Keeley*, Sandra
Moore, Carolyn Siegel, Liz Throop*

*indicates prior notification

Non-Members Present: Sheila Adkins, Mike Ballard, Mark Biermann, Julie Brewer, Sue
Cain, Phillip Campbell, Randall Crist, Tina Davis, Diane Leggett,
Rebecca Newsome, Linda Turner

To view amendments go to http://www.academicaffairs.eku.edu/committee/academic_council/

APPROVED
Council on Academic Affairs Minutes – May 18, 2006

OFFICE OF STUDENT LIFE

APPROVED
Graduation Regalia National Pan-Hellenic Council Effective: Fall 2006

ENROLLMENT MANAGEMENT

APPROVED
Pre-College Curriculum Requirements Effective: Fall 2006

APPROVED
Withdrawal Policy (includes midterm grade reporting) Effective: Spring 2007

UNIVERSITY PROGRAMS

APPROVED
Program Revision African/African American Studies Effective: Fall 2006
Minor

Program Revision African/African American Studies Effective: Fall 2006
Certificate
TO: E.J. KEELEY, INTERIM ASSISTANT VICE PRESIDENT FOR ENROLLMENT MANAGEMENT AND EXECUTIVE DIRECTOR FOR INSTITUTIONAL EFFECTIVENESS

FROM: TINA DAVIS, INTERIM REGISTRAR

SUBJECT: PROPOSED CHANGES TO WITHDRAW POLICY

DATE: 06/09/06

RATIONALE

Current policy requires faculty to provide undergraduate students with a mid-term grade no later than the 7th week of a full semester, with the student’s deadline for withdrawing falling one week later. Often this requires faculty to make determinations of student progress based upon less than half a term’s worth of work. Additionally, the current timing gives students only one week to contemplate the grade, seek advice, and/or attempt to meet with their instructor before the university deadline to withdraw.

Also note that in October of the year Fall Break occurs during the one week that exists between submission of mid-term grades and the withdraw deadline; increasing any difficulty students may face in scheduling meetings with advisors or instructors to discuss any academic dilemma. In the Spring term should the student desire to use Spring Break to contemplate course options with their parents it would be too late as the withdraw deadline will have just passed.

Our research has revealed that withdraw deadlines vary widely at other institutions, falling everywhere from the 5th week to the last day of class. A deadline of the 10th week of class in a regular term is not uncommon. The proposal below has the support of Enrollment Management units as it is believed to better serve the needs of our students.

PROPOSAL

1. The deadline for submission of full semester mid-term grades for undergraduate students will be the Sunday of the 8th week of classes.
2. The deadline for submission of mid-term grades for partial term classes, (i.e. a duration less than the regular 16 week terms), will be the halfway point of that partial term as determined by the Registrar.
3. The university deadline for withdrawing from classes will be the Friday of the 10th week of classes for a regular full semester.
4. The deadline for withdrawing from partial semester classes will be prorated accordingly by the Registrar.
Mr. Rowlett then moved to approve the Proposal to discontinue Associate of Science in Instrumentation Electronics and the Instrumentation electronics options in area major, first and second majors and minor, E.S. in Industrial Technology program. The motion was seconded by Mr. Hansson and approved by the Senate without further discussion.

Mr. Rowlett moved approval of the Proposal for joint program (options to existing programs) in Community Development:

1) MA in Geography, option in Community Development
2) MA in Sociology, option in Community Development
3) MPA, Political Science, option in Community Development

Mr. Ogden seconded the motion. Ms. Jeffrey inquired about the need for studies in housing, health, and transportation to prepare a person going into this field. Mr. Marjanneaux replied that it would be valuable to have courses in these areas as well as real estate, urban history, and economics, but there was not room for all these subjects in the program. Mr. Thompson noted a need for both economics and accounting in these programs. Mr. Gale supported Mr. Thompson and noted that there has been insufficient university consideration of this joint program. Mr. Myers moved to table the proposal and upon a second by Ms. Jeffrey, the Senate voted in favor of tabling the motion, 20 to 19.

Mr. Rowlett next moved adoption of the Proposed Policy Regarding Double Majors. Mr. Sexton provided a second to the motion. Mr. Rowlett noted that there had been an unwritten policy regarding double majors for several years. This proposal simply reduced the policy to writing. Mr. Jones inquired about the purpose of paragraph five of the Proposed Policy. Mr. Rowlett responded that the standards of certain program accrediting bodies precluded double majors; paragraph five therefore provides an avenue for colleges to present to the Council on Academic Affairs a request for consideration of their program as an exception to the policy. Mr. Martin asked how early or how late can a student choose a second major. Mr. Rowlett replied that normally this decision is made during the contract stage, which usually occurs during the fourth or fifth semester in a student's baccalaureate program. Mr. Jones asked if it were true that the department housing the second major would not receive credit for this instruction. Mr. Rowlett again responded that the department does get credit. With no further discussion, the Senate approved the Proposed Policy Regarding Double Majors.

Mr. Blanchard moved that the Council on Academic Affairs be requested to review the University system of assigning mid-term grades as it relates to pre-registration of students. Upon a second by Mr. Sexton, the Senate voted approval without dissent.

Mr. Blanchard next moved approval by the Senate of a proposed resolution that the President request the Council on Higher Education to appoint a Faculty Advisory Committee, consisting of one full-time faculty member from each of the state universities, with the Faculty Senate of each determining its university's representative. Mr. Jones provided a second to the resolution. Ms. Lee-Riffe inquired if the Faculty Regent should be the appropriate member to this Faculty Advisory Committee. Mr. Blanchard responded that this had been considered, but was rejected on the basis of the extensive workload of the Faculty Regent. Following additional background material provided by Ms. Lee-Riffe on the proposed resolution, the Senate voted to approve the motion without dissent.