k. Revision of the B.B.A. degree in Marketing  
l. Renaming the Associate of Arts degree in Office Systems Technology  
m. Department Name Change: Counseling and Educational Leadership to Department of Counseling and Department of Educational Leadership (2 separate departments)  
n. Create a Minor in Dance Certification (Teaching)  
o. Revision of AS Degree in Emergency Medical Care. The revision is the change of name from Associate of Science in Emergency Medical Care to Associate of Science in Paramedicine (A.S.P.)

Dr. Schlomann moved for approval, the motion was seconded by Mr. Oliver and passed by voice vote. Details on the approved items recommended by the Council on Academic Affairs are included in the Official Minutes of the Board.

Remove Mid-Term Grade Requirements for Graduate Level Classes

Dr. Chapman presented for approval the recommendation to remove the requirement to submit mid-term grades for graduate level classes. This recommendation is based upon approval from the Graduate Council, Council on Academic Affairs and Faculty Senate. Dr. Chapman stated the purpose of the requirement for faculty to submit mid-term grades by the end of the seventh week is to inform students if they are not doing well, a week before the last day to withdraw from a class. He further noted that due to the nature of the course work in graduate level courses the faculty member has insufficient information at seven weeks to submit a mid-term grade.

Mr. Gilbert moved for approval; the motion was seconded by Mr. Abney and passed by voice vote.

Millers Analogies Test Fee Increase Proposal

Dr. Chapman presented for approval the recommendation the fee for the Millers Analogies Test from current charge of $50 to $65 to cover increased costs and align the University’s fees with other state institutions.

Dr. Schlomann moved for approval; the motion was seconded by Mr. Williams and passed by voice vote.

Courses Taken for Dual Credit Policy Proposal

Dr. Chapman presented for approval the recommendation to establish guidelines for Eastern Kentucky University courses offered in high schools where qualifying students can earn simultaneously high school credit and college credit.

Mr. Oliver moved for approval; the motion was seconded by Mr. Melching and passed by voice vote.
I. Approve Recommendation of Policy Change to Remove Mid-term Grade Requirement for Graduate Level Classes

II. Issue
Remove the requirement to submit mid-term grades for graduate level classes.

III. Background and Process
The current policy on submission of mid-term grades require faculty to submit mid-term grades for undergraduate and graduate courses. The purpose of the requirement for faculty to submit mid-term grades by the end of the seventh week of a sixteen-week semester is to inform students, if they are not doing well, a week before the last day to withdraw from the class. When graduate students drop a class, it is rarely due to a failing grade. Typically in 700 and 800 level classes, research projects, papers, and exams are due after the date for submitting mid-term grades. The faculty member has insufficient information at seven weeks to submit a mid-term grade. The recommendation to remove the requirement to submit midterm grades for graduate courses was initiated by the Graduate Council.

IV. Alternatives
Continue with the present policy.

V. President's Recommendation
Based upon approval from the Graduate Council, Council on Academic Affairs and Faculty Senate, the President recommends approval.
UNFINISHED BUSINESS:
Council on Academic Affairs. At the September Senate meeting the senate were in agreement to postpone discussion on removing the mid-term grade requirements for Graduate Level Classes until the October meeting. The motion was approved by the Senate.

NEW BUSINESS:

General Education Motions. Two motions were introduced on general education. The first to approve the goals and learning objectives and the second one to approve the framework. Tom Watkins was in attendance to answer questions regarding the two motions. Senator Jones made the second to bring the motions on the floor for discussion. Senator Siegel announced that as this is a substantive motion, a vote will be postponed until the November meeting. She encouraged the senators to take the motions back to their areas to gather feedback and be prepared for discussions in November.

Intellectual Properties Motion. Senator Ault made the second to bring the Intellectual Properties Policy Motion on the floor for discussion. Senator Siegel stated that as this is a substantive issue the vote will be postponed until the November meeting. Cheryl Stone was present to answer any questions and will be attending the November meeting as well to answer any further questions.

Election to Rights and Responsibilities Committee. Senator Robles was nominated. Senator Harter moved to cease nominations and appoint Senator Robles by acclamation. The motion was approved.

FOR THE GOOD OF THE ORDER:

Senator Siegel introduced the new agenda item “For the Good of the Order” will provide a venue for general discussions on different topics of concern and interest for faculty. Today’s discussion concerns the bookstore and the recent textbook problems that have arisen. Senator Siegel has compiled seven pages of feedback from faculty regarding this issue and will be sharing those in a meeting within the next couple of weeks with members of the bookstore staff and James Conneely, Student Affairs.

ADJOURNMENT:

Senator Chapman moved to adjourn at approximately 5:15 p.m.
Memorandum

To: Dr. Lyle Cook  
Chair of Council on Academic Affairs

From: Dr. Karen N. Janssen  
Chair of Graduate Council

Date: Wednesday, May 5, 2004

Re: Remove Mid-Term Grade Requirement for Graduate Level Classes


FROM: Faculty will provide mid-term grades via the Banner system for all students in full semester courses by the end of the seventh week, or one week before the withdrawal deadline. In the case of non-standard courses, faculty will enter mid-term grades by the mid-point of the course and before the course drop date.

TO: Faculty will provide mid-term grades via the Banner system for all students in undergraduate credit, full semester courses by the end of the seventh week, or one week before the withdrawal deadline. In the case of non-standard courses, faculty will enter mid-term grades by the mid-point of the course and before the course drop date. **Mid-term grades are not required for 700 and 800 level classes.**

RATIONALE:

The purpose of the requirement for faculty to submit mid-term grades by the end of the seventh week of a sixteen-week semester is to inform students, if they are not doing well, a week before the last day to withdraw from the class. When graduate students drop a class, it is rarely due to a failing grade. Typically in 700 and 800 level classes, research projects, papers, and exams are due after the date for submitting mid-term grades. The faculty member has insufficient information at seven weeks to submit a mid-term grade.