

**Minutes**  
**Undergraduate Academic Affairs Committee**  
**Wednesday January 8, 2014**

**Members in Attendance:** D. Barbeau, M. Barber, E. Blessing, C. Boyd, R. Cole, R. Colignon, L. Dorsey, J. Gilman, P. Gregory, J. Haugen, B. Emo, A. Knezetic, K. Ravindra, I. Ruebling, B. Sokol, K. Thatcher, S. Tyuse, J. Welch

**Guests:** None

**Call to Order:** Dr. Dorsey called the meeting to order at 8:30 am.

**Approval of Minutes from the December 4, 2013 Meeting:**

Two corrections to the minutes were made under *IUT Requirements*- internal transfer accounting GPA requirement is 2.7 and under *Art History Major – Madrid* – changed phrase “Madrid and from other countries” to “Spain and from some 60 other countries”.

A motion to approve minutes as amended was made by Elizabeth Blessing and seconded by Craig Boyd. Motion unanimously approved.

**Updates:**

December UAAC Subcommittee meeting reviewed and discussed the DPD Certificate proposal and the BA in Art History-Madrid proposal; however, there were only 9 members in attendance. Therefore, the larger group reviewed summaries of the 2 programs with discussion.

*DPD Certificate:* After discussion a motion was made by Elizabeth Blessing seconded by Robert Cole to unanimously endorse the DPD Certificate noting that the start date may be altered from Spring 2014 to Summer 2014 based on federal aid and HLC guidelines.

*BA in Art History-Madrid:* After discussion a motion was made by Robert Cole seconded by Sabrina Tyuse to unanimously endorse the BA in Art History-Madrid.

**Academic Policies:**

December UAAC Subcommittee meeting reviewed and discussed the following academic policy revisions (group 3- major revisions) – credit by exam, pass/fail, post-baccalaureate course work, proof of proficiency by examination and repeating courses. However, there were only 9 members in attendance at the December UAAC Subcommittee meeting; therefore, the larger group reviewed the summary discussions of these policies with additional discussion.

Group 3- major revisions:

*Credit by examination (revisions)*

- The Saint Louis University Advanced Placement Examination Chart (academic year 2012-2013) and College Credit Earned in High School was distributed. The Boston College AP, IB and other placement examination information was also distributed as a comparison.
- December UAAC Subcommittee meeting summary - Identified that the minimum acceptable examination scores are determined by the academic department and therefore, does not need to be stated explicitly. Office of Admissions requests this information each year and updates the minimum standards accordingly. Motion to endorse without revisions, based on clarifications in process noted, by Sabrina Tyuse and second by Joanne Langan. Motion unanimously **endorsed**.
- After summary was presented to larger group – group requested a revision to add an explicit statement that the minimum examination qualifying standards are established by the academic units (schools/college/center/department/program). This policy was **unendorsed** and will be revised for February meeting.

*Post-Baccalaureate Course Work (endorsed)*

- December UAAC Subcommittee meeting summary - Recommendation to change 500 level to ‘500+ level’ courses; add in “receive approval by their college/school/center”. Motion to endorse without revisions by Robert Cole and second by Joanne Langan. Motion unanimously endorsed.
- After summary presented to group – additional discussed ensued:
  - Noted “receive approval by their college/school/center” in revised version, however, 500+ revision absent in introductory statement and #4.
  - Discussion clarifying the impact this policy has on approved accelerated academic programs with greater than 6 credits of post-baccalaureate credit in the senior year and future accelerated proposals of which the development is informed by many variables such as society and professional standards.
  - Credit double counting (academic credit counted at both the undergraduate and graduate credit) discussion – double counting allowance is currently determined by academic unit. It was clarified that once a student has the 120 minimum credits for a baccalaureate degree the graduate credit counts toward the graduate degree.
  - Motion to endorse with introductory statement and #4 revisions by Robert Cole and second by Irma Ruebling. Motion unanimously **endorsed**.

*Pass/Fail Option (tabled)*

- December UAAC Subcommittee meeting summary - this policy was tabled at last UAAC meeting until additional info from SGA and Registrar’s Office was

obtained. Ann provided an update from recent student meeting – students continue to be concerned with 0 credit for with F, but points for P.

- Question raised with regard to do we have an institutional policy with regard to the # of times you can withdraw (W) from a course or the # of courses you can withdraw from in one semester? Not at this time – there are no limits. Although students may be financially impacted based SAP if they are not making progress. Likewise there are no limits on the # of I's. This is a special concern for our non-traditional students.
- Jay Haugen gathering additional data from faculty groups.
- Policy tabled at this time.

#### *Proof of Proficiency by Examination (possible revisions)*

- December UAAC Subcommittee meeting summary- who pays for the administered proficiency examination – the student as these examinations are external proficiency examinations.
  - Question – should there be a footnote to define course waiver? Waiver needs to be explicitly stated. If a course is waived a student receives 0 credit and the student will need to take something in place of that course – some programs do a vertical substitution in these cases.
  - Will review the edits to this proposed policy at January UAAC.
- After summary presented to group – additional discussed ensued:
  - Revisions to the language were made to remove “waiver” of requirements in favor of “satisfy”.
  - Revision to clarify that a successful pass of a proficiency examination does not meet the total credit hour requirements for graduation as credit is not offered for successful pass of a proficiency examination.
  - Jay Haugen will gather additional data from Modern Classical Languages and Mathematics for future meetings.

#### *Repeating Courses (revisions)*

- December UAAC Subcommittee meeting summary– Question with regard to how many times a student can take a course at the community college – we do not have a limit, however, the courses do not transfer with a grade just credit. There is no limit to the number of times a student takes a course or the number of courses they repeat, however, they may be limited on the financial aid that can be applied to repeated courses. Motion to endorse without revisions by Sabrina Tyuse and second by Joanne Langan. Motion unanimously **endorsed**.
- After summary presented to group – additional discussed ensued:
- Task Force for academic Policy Revisions requested that the task force revisit this policy with new information presented to the group related to transfer credit As 1818 credit may be negatively impacted by replacement grade. Jay Haugen to communicate with 1818 and report back.

- This policy was **unendorsed** and will be revised for February meeting.

*Leave of Absence (LOA) – full semester (revisions)*

- New policy to our discussion.
- In the future the Registrar's Office will cross reference students on leave from SLU with National Clearinghouse to identify students attending another institution while on leave from SLU.
- How do we address the student who may need time away from the university to address personal issues, etc? Current policy and proposed policy seems punitive for students who may need some developmental time away from the institution.
- For students who are on probation and therefore not in good standing, why not let them leave to address issues – policy seems punitive vs. assisting student to develop successful educational plan.

**Meeting Adjournment**

Meeting adjourned at 10:00 am