

**Minutes**  
**Undergraduate Academic Affairs Subcommittee**  
**March 28, 2019**

**Members in Attendance:** M. Allen, D. Barbeau, G. Barker, E. Blessing, E. Carnaghan, R. Cole, S. Cooper-Sadlo, S. Jayaram, J. Glassman, J. Haugen, D. Pike, A. Rellergert, S. Steadman, K. Thatcher, N. Westhus, and R. Wood

**Guest in Attendance:** None

**Call to Order:** R. Wood called the meeting to order at 9:02 am.

**Approval of Minutes from the February 14, 2019 Meeting:** Minutes from the February 14, 2019 meeting were unanimously approved.

**SPS General Studies Degree:** - After a quick question regarding the core that was clarified the program was Passed unanimously.

**Program Closure Form:** - Passed unanimously, however Dr. Wood is uncertain if he will oversee this committee and who will be on the committee. It will possibly be controlled by the Senate and they may nominate who is on the committee. UAAC thinks anything with Academic should come to either UAAC or GAAC. It is our role to oversee Program Closure. A motion was made and second to propose any action coming out of recommendations by the Academic Portfolio Review Committee go thru the standard curricular Approval process. Dr. Wood wants to get GAAC to way in, will probably try to get that down electronically.

**Registrar Policies:**

- Jay has not been able to make any edits to Registration Procedures. This will be held off to next academic cycle.

- We have not yet voted on Academic Standing (adding criteria of 2 incompletes). Some questions regarding this (more from Advisors) who is going to be monitoring this etc. Advising department doesn't want to add more work to their schedule. Jay advised they are still working procedures out, he is not too worried about the tracking of this etc. Limit for fall/spring is 12 hours when on probation, 9 hours in the summer, and 3 credits in the winter term – Passed unanimously

- Course Audit – cleaning up language and adding students can't enroll in a course on audit basis to fulfill requirements of a current or previously enrolled course in which a course extension, incomplete was granted or in progress grade was assigned. Jay will be at a meeting with many different Registrar's and will ask around about baby audits or something to see how they handle. Hold on this one

- Second Bachelor's Degree – Jay didn't get to consider this one. People split on this because current students can't do this. Removed 3000 level and upper division. A motion was made to move forward with this but still visit the statement regarding current students, but don't hold this up. Passed unanimously.

- Passed 6 policies for the 19/20 Catalog and will be presented to the Deans next month. The policies passed: Academic Standing, Attendance, Credit by Examination, Grade Appeal, In-Progress Grade, and Second Bachelor's Degree. These will all go to CADD.

- Administrative withdrawal policy – Jay meet with Student Development and they were to reconcile what they had in their handbook and get to Jay or Dr. Wood. Neither has received anything. Dr. Wood to speak with Dr. Hicks and JP regarding this. This is withdrawal for non-academic reasons that will be referenced in the Catalog.

**Zero to one Credit Hour courses:** Dr. Wood and Dr. Crowell meet with Provost Gillis to discuss. They presented with from this point looking backward view and what the issues were and this point looking forward anticipating what a new core curriculum might look like and the fact that we might end up with a core that has a variety of 1 to 2 credit hours. Georgetown doesn't have zero credit hours, but Provost Gillis not against. The decision was to hold on this since we do not have the core curriculum set.

**Course Consistency Policy:** School of Business has a situation IB majors in Madrid and IB majors in STL. Madrid campus has different requirements for their major. Same degree two different campuses with two different requirements. It was just voted on the change that both campuses are the same, however Madrid may have to delay for a year because they don't know if they can teach some of the courses on a more frequent basis.

**Waitlist Policy:** Debbie hasn't been able to meet with Jay. A proposal has been made, but just needs to meet with Jay. Hope they can meet before next month's meeting and give us an update.

**No Registrar Report:**

- Nothing to report

Meeting adjourned at 10:34am