

February 14, 2014 Meeting

In attendance: Craig Elder –Chair, Mark Malone, Sandy Barry-Lowe, Robert Hirschfeld, Andrew Ketsdever, Henrika Weir, Mary Beth Chambers

Approved the following motions to go to the March FRA meeting.

Motion

The Educational Policy and University Standards Committee of the Faculty Representative Assembly requests that Faculty Representative Assembly approve the following changes to the adding and dropping of courses:

- Recommend that students can only add courses through the first week of courses without approval. After the first week students need instructor approval and dean at some later time in the semester.
(Currently students can add courses up through census date without approval. After census date, they need instructor approval and at some time need dean approval.)
- Recommend that students can drop courses through student portal to the 10th week; no approval for dropping needed. After this, the student would need instructor and dean approval.
(Currently students can drop courses up through census date without approval. Then through census date and 10th week need instructor approval. After 10th week, need instructor and dean approval.)

Motion

The Educational Policy and University Standards Committee of the Faculty Representative Assembly requests that Faculty Representative Assembly approve the redistribution of current Student Achievement Assessment Committee responsibilities to the Academic Planning Committee and Graduate Executive Committee. (See Attachment A in blue font)

Motion

The Educational Policy and University Standards Committee of the Faculty Representative Assembly requests that Faculty Representative Assembly approve the addition of new responsibilities and membership for the Academic Planning Committee and Graduate Executive Committee. (See Attachment A in red font)

Motion

The Educational Policy and University Standards Committee of the Faculty Representative Assembly requests that Faculty Representative Assembly approve the dissolution of the Student Achievement Assessment Committee.

Attachment A:

1) Academic Planning Committee

- Current membership appointments for two representatives from each college. One representative may be an Associate Dean unless the college chooses to have two

- regular faculty members. One member would be a Faculty Assembly representative appointed by the Faculty Representative Assembly Executive Committee.
- Undergraduate degree program and certificate approval and oversight of cross college impact
 - Undergraduate program assessment oversight (The Assessment office would actually review assessments)
 - Compass curriculum oversight
 - This would include assessment and approval of new course proposals. (The Compass Curriculum Review Committee would actually review assessments and evaluate new course proposals)
 - Management of BI and other interdisciplinary programs
- 2) Graduate Executive Committee
- Graduate degree program and certificate approval and oversight of cross college impact
 - Graduate program assessment oversight (The Assessment office would actually review assessments)

RATIONALE FOR MOTIONS

Faculty Oversight (Information provided by David Moon at the December 2013 EPUS Meeting)

These motions consolidate many current faculty oversight responsibilities, redistribute others and provide a home to new areas (Compass Curriculum) to streamline processes. Additionally they provide a more direct line of communication between Academic Planning Committee and faculty governance. (Information provided by David Moon at the December 2013 Meeting)

Adding and Dropping of Courses (Information provided by Kelli Klebe via email)

Add Courses through student portal:

- Currently students can add courses up through census date without approval. After census date, they need instructor approval and at some time need dean approval.
- Recommend that students can only add courses through the first week of courses without approval. After the first week students need instructor approval and dean at some later time in the semester.
- Issue: This was brought forward as a recommendation from student success unit as an issue on students who add late may have missed too much class and end up dropping or being unsuccessful at higher rate.

Drop Courses through student portal:

- Currently students can drop courses up through census date without approval.

- Then through census date and 10th week need instructor approval. After 10th week, need instructor and dean approval.
- Recommend that students can drop courses through student portal to the 10th week; no approval for dropping needed. After this, the student would need instructor and dean approval.
 - Issues: Most faculty seem to sign these forms by students although Associate Deans report that there may be a small number of faculty who never sign drop forms. There seems to be a view that there is a rule that students who are not passing a class cannot drop that course, but this is not true in any current rules (it is an “urban myth”) although it may be instructor’s personal practices. This is also a major issue for our online students who are not on campus. This would allow them to handle adding/dropping for a longer period.
 - Allowing students to do this through the 10th week, allows for enough feedback for a student to figure out how they are doing in the class. Students do not receive any refunds at this time.
 - Boulder has instituted this and will start Fall 2014.

Certificate Program (Information provided by Kelli Klebe via email)

No current policy exists but there are procedures. This is to formalize that we have different types of certificates on campus and to set up procedures so the correct people are involved in order to ensure we are meeting federal requirements for some types of certificates (Gainful Employment) and that we set up the student information system appropriately so that transcripts can include completion information.

Certificates can be taken by non-degree as well as degree students, so there are minimum requirements for admission to certificate programs as well as minimum requirements about what constitutes a certificate program.