Call to Order
The meeting was called to order at 3:00 p.m.

Approval of the agenda/minutes
The agenda was approved unanimously as presented.
The November 25, 2013 minutes were approved unanimously as presented.

Chair Report/Announcements
Landeira announced that graduate students from HESA 611 may be observing APC and/or Senate meetings this semester. Cris de la Torre has recommended an article from the Chronicle of Higher Education (Riley will forward).

Reports from Councils
Graduate Council: No report.
Liberal Arts Council: No report.
Professional Education Council (Wagner-Heaston)
The Council has approved proposed changes to ISET programs (University College) for teacher licensure.
Undergraduate Council (Fisher)
The Council will present a motion under New Business today (Grade Replacement Policy amendment). The Council is currently discussing class size and will update the committee when a report is finalized.

Special Reports

Unfinished Business
Academic Appeal Procedure Language (Hapcic, Smith)
Topic postponed (Smith and Hapcic not in attendance).

New Business
Undergraduate Council Amendment Proposal-Grade Replacement Policy
Fisher outlined the rationale for the proposed amendment to the current Grade Replacement Policy: The current policy language does not specify whether or not a “UW” or “W” mark for the second attempt of a course counts as the grade replacement opportunity. The proposed language would state that the attempt does not count, and the original grade will stand.

MOTION: The Undergraduate Council recommends approval of the proposed amendment to the current Grade Replacement Policy (add the following sentence (as paragraph 6)): Fisher.

If a student applies for grade replacement and receives a mark of “W” or “UW” in the second attempt of a course, that attempt does not count as the grade replacement opportunity and the original grade will stand.

SECOND: Wilson.
VOTE: The motion passed unanimously.
The amendment will be presented at the February 3, 2014 Faculty Senate meeting.

Registrar Question-Minor/Major
Registrar Couch asked for Committee input regarding whether or not a student that graduates with a minor should be able to return to UNC and make it a major. The current catalog does not have language addressing this. Couch outlined current procedure (not allowed) and timeframes associated with allowance of previous credits (10 years). The Committee discussed scenarios where a student would return to complete a major with credits already earned, transfer credit requirements, double major requirements, and language to address each
case. Couch will research peer institutions for language, policy, and procedures. The Committee will continue discussion at the February 3, 2014 meeting.

Proposal to change “UW” (Unauthorized Withdrawal) Grade to “NA” (Never Attended)

Landeira outlined the rationale for a proposal to change the current “UW” (Unauthorized Withdrawal) grade to “NA” (Never Attended), to clarify grading for a student who never attends a class that he/she registered for. The Committee discussed financial aid implications, incorrect assignment of the “UW” grade, and the difference between the “UW” grade and an “F” grade. Couch outlined Federal regulations regarding financial aid and grade documentation. The Committee also discussed the gap in communication for adjunct faculty in the grading requirements and procedural changes.

MOTION: Amend the current catalog language (Grades) to include “NA” for Never Attended. The “UW” grade will no longer be used: McCorkle.

An “UW” indicates an unauthorized withdrawal and “NA” is assigned only when you never attended the class for which you enrolled.

SECOND: Wilson.

DISCUSSION: The Committee discussed whether or not the change in term would change the practice or lessen the margin of error, and agreed that continuous communication/education is important on all grading terms. Couch noted that the “UW” grade already assigned will remain on a student’s transcript, and currently the UNC transcript outlines 30 different grading terms.

VOTE: The motion failed with a vote of 3-4, no abstentions.

Comments to the Good of the Order

Adjournment

The meeting adjourned at 4:00 p.m.

Joy Landeira
Chair

Lori Riley
Recording Secretary