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ACADEMIC POLICIES COMMITTEE
August 28, 2017

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Member(s) Present: Bergstrom, Couch, Glen, Herrick, Luce, Murry, Parker, Sullivan, Toewe, Welsh.
Member(s) Absent: Ellis, Kang, Lawrence, Weis, Wiegand.
Guest: Johnston.

Call to Order
The meeting was called to order at 3:00 p.m.
Approval of the agenda/ May 1, 2017 minutes
The agenda was amended to add "Degree Works: Plan of Study, Graduate Evaluation" under New Business (Murry). The amended agenda was approved without objection.
The May 1, 2017 minutes were approved unanimously.
Chair Report/Announcements
Toewe is attending the Academic Compliance Committee meetings and will update the APC on current agenda items. A call for additional volunteers for the ad-hoc committee to review Academic Appeal Procedure amendment proposals will occur under Unfinished Business today. Toewe has emailed Tucker regarding attendance at an upcoming APC meeting to discuss the Student Code of Conduct revision status.
Reports from Councils
Graduate Council: No report.
Liberal Arts Council: No report.
Professional Education Council (Luce): No report.
Undergraduate Council (Bergstrom)
The Council's first meeting is September 12, 2017.
Student Senate.
Toewe will follow up with Ellis to confirm the 2017-2018 Student Senate representative to APC/Senate.
Special Reports
Special Orders
Unfinished Business
Ad-Hoc Committee for Academic Appeal Procedure Amendment Proposals
Toewe asked for additional volunteers to serve on an ad-hoc committee to review (Luedloff/Luttmann) amendment proposals to the Academic Appeal procedure. Murry volunteered at the May 1, 2017 APC meeting. Additional Volunteers: Parker, Sullivan, Toewe, Welsh. Toewe will also ask Luttmann to join since he was involved in the amendment proposal discussion with Luedloff.
Credit for Prior Learning Policies

- McCartin Draft- Procedures for Developing Credit for Prior Learning Policies-Catalog Language
  The Committee reviewed the May 1, 2017 amendment proposals to McCartin's draft document. Toewe welcomed additional input.
  MOTION: Accept the amendment proposals for catalog placement. Report to Faculty Senate as an information item: Murry.
  SECOND: Glen.
  DISCUSSION: Couch recommended including a link to the HLC guidelines for prior learning http://www.hlcommission.org/policies/assumed-practices.html (in footnote section of document) .
  VOTE: The motion passed unanimously.
- Credit for Prior Learning Options/Prior Learning Credit Submission Form-Catalog (Couch)
  MOTION: Accept the catalog language and form (Credit for Prior Learning) and report to the Faculty Senate as an information item: Murry.
  SECOND: Glen.
  VOTE: The motion passed unanimously.

Catalog Language for One-Stop (Johnston, Couch)
Johnston distributed an example of a catalog language rewrite for the One-Stop website (site would include a link to the catalog for additional information). The intent is to provide a conversational tone for the website, but

lead the reader to the catalog for additional information. Committee Discussion: "From One Stop Copy", Repeatable with Restrictions, sentence #4, insert "be" after "you will" and add the statement "see program advisor" in the document to assure the student is communicating with their advisor for additional information. The Committee agreed that any language rewrite should be submitted to the Codification Committee for review. Johnston and Couch will update and forward for the next APC meeting.

Final Exam Language

Couch outlined an inquiry from Luttmann regarding catalog language versus Registrar website information, RE: Final Examinations, e.g. http://www.unco.edu/registrar/pdf/reg-final-exam-spring.pdf –specifically *#4: "In extreme instances, the instructor may reschedule a final examination, provided the change is coordinated with the appropriate dean's office and approved by the school director/department chair."*
and http://unco.smartcatalogiq.com/en/current/Undergraduate-Catalog/Undergraduate-Information-and-Policies/Student-Policies-and-Procedures/Final-Examinations: The Committee agreed that the catalog language should align with website language. Couch will draft an amendment proposal for final exam language, to include information from the website in the catalog language.

Transfer Credit – Bachelor of Applied Science

Couch outline current catalog language for Transfer Credit, noting the need for additional language to clarify that bachelor of applied science degrees are not transferrable to UNC.

> Transfer Credit
> A maximum of 90 transferred semester credits may be used toward completion of a UNC degree; a minimum of 120 hours is required for graduation. Courses with a letter grade of "C-" or higher are eligible for transfer. Remedial courses and vocational/technical courses are not eligible for transfer. A student who has earned a liberal-arts based Associate of Arts (AA), Associate of Science (AS), or Bachelor's degree from a regionally accredited college will receive a full waiver of the Liberal Arts Core (LAC) requirements. Associate of Applied Science (AAS), Associate of General Studies (AGS), **and Bachelor of Applied Science (BAS)** degrees are not transferable to UNC. Individual courses taken as part of an AAS or AGS degree will be evaluated for possible credit on a course-by-course basis after the student is admitted.

The Committee agreed on the amendment. Couch will update the catalog language. The item will be reported to Faculty Senate as an information item.

New Business

Degree Works: Plan of Study, Graduate Evaluation

Murry asked for clarification of Degree Works regarding plan of study and transcript evaluation. Murry asked Couch to research the coding in Degree Works to determine if there is a glitch for certain programs/students, re: graduation requirements. Couch will research and follow up with Murry/APC.

Comments to the Good of the Order

Adjournment

The meeting adjourned at 4:00 p.m.

Anne Toewe   Lori Riley
Chair   Recording Secretary