

## **ACADEMIC POLICIES COMMITTEE**

September 11, 2017

Member(s) Present: Bergstrom, Garrett, Glen, Heiny, Kang, Lawrence, Murry, Parker, Sharp, Sullivan, Toewe, Welsh.

Member(s) Absent: Ellis, Herrick, Luce.

### **Call to Order**

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

### **Approval of the agenda/ August 28, 2017 minutes**

The agenda was amended to add "Course Repeat Policy (Registrar Catalog Amendment)" to New Business.

The amended agenda was approved without objection.

The August 28, 2017 minutes were approved unanimously.

### **Chair Report/Announcements**

The Academic Appeals Task Force had its first meeting today and began discussion of the amendment proposals and clarification of language.

### **Reports from Councils**

Graduate Council (Wiegand)

The Council is setting priorities for the academic year to include moving forward on the electronic dissertation thesis and capstone with Associate Dean Wesley, as well as graduate student writing.

Liberal Arts Council: No report.

Professional Education Council: No report.

Undergraduate Council (Garrett)

The Council's first meeting will be tomorrow. Agenda items include discussion of the constitution of the council and priorities for the academic year.

Student Senate. No report.

### **Special Reports**

### **Special Orders**

### **Unfinished Business**

Academic Appeal Procedure Amendment – Task Force Update

The Committee met today and began discussion of the amendment proposals and clarification of language.

Catalog Language for One-Stop (Johnston, Couch): Discussion will continue when Johnston/Couch are present.

Final Exam Language (Catalog, Registrar's Website)

- <http://www.unco.edu/registrar/pdf/reg-final-exam-fall.pdf>
- <http://unco.smartcatalogiq.com/en/current/Undergraduate-Catalog/Undergraduate-Information-and-Policies/Student-Policies-and-Procedures/Final-Examinations>
- <http://www.unco.edu/registrar/registration/final-exam.aspx>.

Heiny and Sharp presented catalog language to align/combine the language on the Registrar's website with the catalog language. DISCUSSION: The Committee asked for clarification regarding final exam schedules (requirements regarding announcing the dates), authorization to eliminate the final exam in a course (form?), rescheduling final exams, responsibility of instructor(s) when a student has three or more final exams scheduled in one day, length of exam requirements (clarification), and equity across campus in final exam requirements. Discussion will continue at the next Academic Policies Committee meeting.

### **New Business**

High School Concurrent Student (Catalog)

- <http://unco.smartcatalogiq.com/en/current/Undergraduate-Catalog/Undergraduate-Information-and-Policies/Registration/High-School-Concurrent-Student>

Heiny and Sharp outlined the rationale for additional language regarding the catalog section for High School Concurrent Student (currently there is one sentence). DISCUSSION: the Committee asked for language that would clarify the inclusion of online enrollment ("through" versus "at the" University of Northern Colorado),

and clarification of “less than 21 years old”, “Junior/Senior status” –change to “either a junior or senior”. Discussion will continue at the next Academic Policies Committee meeting.

Course Repeat (Catalog)

- <http://unco.smartcatalogiq.com/en/current/Undergraduate-Catalog/Undergraduate-Information-and-Policies/Student-Policies-and-Procedures/Course-Repeat-Policy>

Heiny and Sharp outlined the rationale for additional language regarding courses not repeatable for credit:

Exceptions to these policies are found in the respective program areas and/or courses as described in the UNC catalog.

DISCUSSION: The Committee recommended placement of the statement in both areas (Courses Repeatable for Credit and Courses Not Repeatable for Credit) as well as an example.

Heiny and Sharp will update the document and discussion will continue at the next Academic Policies Committee meeting.

**Comments to the Good of the Order**

**Adjournment**

The meeting adjourned at 3:46 p.m.

Anne Toewe  
Chair

Lori Riley  
Recording Secretary