

## **ACADEMIC POLICIES COMMITTEE**

November 6, 2017

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

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

### **Call to Order**

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

### **Approval of the agenda/October 23, 2017 minutes**

The agenda was approved without objection.

The October 23, 2017 minutes were approved unanimously.

### **Chair Report/Announcements**

Toewe communicated with Bentz, RE: Placing syllabi information/links in a central location on the UNC website (e.g. Disability Statement). Bentz will attend the November 20<sup>th</sup> APC meeting to discuss.

### **Reports from Councils**

Graduate Council: No report.

Liberal Arts Council: No report.

Professional Education Council: No report.

Undergraduate Council (Garrett): No report.

Student Senate: No report.

### **Special Reports**

### **Special Orders**

### **Unfinished Business**

#### **Academic Appeal Procedure Amendments – Task Force Update**

The Task Force continues review of the amendment proposals.

#### **Final Exam Language (Welsh Amendment Proposal)**

The Committee discussed #2 of the updated Final Exam Language document (information item to Senate):

An instructor who considers examination unnecessary, contingent upon approval of the school director/department chair/program chair, may eliminate the final examination in a course. If no final examination is given, instruction continues through the last week of the semester. In such cases, classes will meet at the times shown on the final examination schedule.

- Welsh amendment proposal for #2 (replace current language):

Instructors who choose not to conduct a final examination or similar capstone exercise during finals week should notify their appropriate supervisor (department chair, school director, etc.) in writing of this action. This petition should be filed prior to the start of an academic semester, or term. Supervisors also are to be notified of the equivalent activities to be undertaken during the 150-minute session of the course during finals week. Supervisors then should respond to the instructors' requests before the first day of classes, so that instructors may include this information in their course syllabi.

DISCUSSION: The Committee agreed to change “etc.” to “program area coordinator”. The Committee discussed timelines for catalog update. Welsh recommended early communication of the updated requirements. Couch noted that the information can be placed on the Registrar's Office communication calendar and that the information would appear in the 18-19 catalog.

The Final Exam information item for today's Senate meeting will be postponed to allow for additional discussion at the November 20<sup>th</sup> APC meeting.

#### **High School Concurrent Student (Catalog)**

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

Couch presented an updated draft document for Committee review (language aligns the UNC catalog statement with state language):

#### **High School Concurrent and Dual Enrollment Student**

The University of Northern Colorado is authorized to provide college level coursework/credits to students enrolled in Colorado school districts pursuant to the Concurrent Enrollment Programs Act, C.R.S §22-35-101, et.

**Concurrent Enrollment**

Students who wish to enroll in the Concurrent Enrollment Program at the University of Northern Colorado must be enrolled in the ninth grade or higher in their respective school district, be less than 21 years old, and meet UNC's requirements for each respective course. Concurrent enrollment courses are delivered to high school students through the University of Northern Colorado. Students earn dual credits (both high school and college credits) via one course.

**Dual Enrollment**

The University of Northern Colorado provides opportunities for high school students to take college level coursework/credits delivered at their respective high school location. Students earn dual credits (both high school and college credits) via one course. Students must be enrolled in the ninth grade or higher in their respective school district to participate in the Dual Enrollment program. In some cases, students enrolled below 9<sup>th</sup> grade in their respective school district may be allowed to register for Dual enrollment courses with high school instructor consent.

DISCUSSION: The Committee agreed on the following amendments:

Concurrent Enrollment: Sentence #1: After "21 years old" add "at the time of enrollment"

Dual Enrollment: Sentence #4: After "high school instructor" add "high school principal, and UNC".

Couch will update the document for November 20<sup>th</sup> Committee discussion.

**New Business****Comments to the Good of the Order****Adjournment**

The meeting adjourned at 3:40 p.m.

Anne Toewe  
Chair

Lori Riley  
Recording Secretary