

CODIFICATION COMMITTEE

Remote Meeting - Zoom Wednesday, February 24, 2021 MINUTES

Present: Berg, Murza, Satriana, Schuttler, Welsh, Welsh

Absent: Fitzpatrick, Rich

Guest: Levin

Call to Order

The meeting was called to order at 2:01pm.

Approval of the Agenda

Approved without objection.

Approval of the February 10, 2021 meeting minutes

Approved without objection.

Chair's Report/Announcements

Unfinished Business

- Senate Action 1113: Evaluation, Promotion, Tenure
- 3-6-125 Discrimination Complaint Procedures – Satriana; *will work on after Student Code of Conduct finalized*
- Review Committees, Boards, and Councils Bylaws
- **Lactation support policy**
 - Members were asked to review and provide comments.
 - Once revisions are ready, Satriana can follow up with Parks and others to confirm placement.

New Business

- **Mutually Exclusive courses** – catalog language
 - The committee reviewed the latest draft from APC and made stylistic changes for readability.
 - The committee asked some questions about grade replacement and mutual exclusivity for APC and the Registrar to clarify.
 - Ready to send back to APC.
- **Withdrawal deadlines** – catalog language
 - The committee reviewed the latest draft from APC and made stylistic changes for readability.
 - Create a single reference that all withdrawal deadlines are set at approximately 95% of course meetings.
 - Create a section for complete schedule withdrawal, pulled out from the transcript notation section.
 - Move tuition statement up to the introduction paragraph.
 - The committee also asked some questions about withdrawal policies for APC and the Registrar to clarify.
 - What are accepted methods of notification of intent to withdraw?
 - via telephone, in person, written/email notification, etc.
 - Do the proposed changes have any bearing on involuntary withdrawal?
 - Ready to send back to APC.

- Template for new policies

Adjournment

The meeting was adjourned at 3:27pm.

Mary Schuttler
Chair

Betsy Kienitz
Recording Secretary