

**JOHN CARROLL UNIVERSITY**  
**UNIVERSITY COMMITTEE ON EDUCATIONAL POLICIES AND PROGRAMS**

Martha Mondello Hendren, Nick Santilli, Todd Bruce, Barbara D'Ambrosia,  
Rebecca Drenovsky, Margaret Farrar, Rick Greci, Jim Krukones, Al Miciak, Michelle Millet,  
Maryclaire Moroney, Al Nagy, Catherine Sherman

August 2, 2017  
9:00 a.m.; Faculty Lounge

**NOTES**

Present: M. Hendren, T. Bruce, R. Drenovsky, A. Miciak, M. Farrar, R. Greci, J. Krukones, M. Millet, M. Moroney, C. Sherman, Guests: A. Krueger, E. Egan

The notes of the meeting of July 5 were approved.

Angela Krueger from the Office of the Registrar attended the meeting to deliver a report on two software products that offer electronic alternatives to our traditional printed Undergraduate Bulletin. Both offer several advantages compared with our current arrangement: they have work-flow capability, are cloud-based, and retain a record of changes over time. In addition, they offer extensive training and ongoing support in the operation of the system. In both cases, one person acts as catalog manager to supervise the entering of information into the system. They also promise to maintain an identity between what appears in the online Bulletin and what appears on department websites. One of the systems even generates degree planners as an advising function.

There was a general consensus that the University should explore the possibility of adopting one of the systems and that the benefits would be worth the cost. A. Krueger pointed out that it would force those providing input into the Bulletin to define the process of managing the document. R. Drenovsky suggested that the degree-planner functions promised to make the Bulletin a more living, user-friendly document. M. Hendren had invited Eileen Egan from the Provost and Academic Vice President's Office to the meeting because of her extensive and ongoing work on the current Bulletin. E. Egan conceded the advantages of the electronic systems but wondered whether problems would persist due to occasional neglect of deadlines and lack of communication on the part of those responsible for updating Bulletin content. M. Farrar thought that a new system could break current deadlocks by raising uncomfortable questions regarding not only the governance of the Bulletin but also other policies—or the absence of them—at the University. An ongoing problem is the autonomy of academic departments and their tendency to institute changes without answering to anyone.

The next topic on the agenda dealt with a proposed change to the University's criteria for allowing summer graduates to participate in May commencement. The discussion was led by C. Sherman. She posed a framing question regarding the meaning and purpose of JCU

commencement and then presented revised criteria for allowing summer graduates to participate in the May ceremony: While the remaining credit-hour limit would remain the same at (9) nine credits, the required grade point average would be a 2.0 (truncated, not rounded) in all categories in which a 2.0 is required for graduation. In other words, it would no longer be possible to have up to a three-quality-point deficit in any of these grade-point averages. UCEP endorsed these recommendations. C. Sherman also clarified how summer graduates would document their degree completion plans. A revised policy, including a statement on the meaning of commencement at JCU, will be provided by the subgroup reviewing current educational policies.

Finally, J. Krukones reported on the issue of excused absences as described in the Undergraduate Bulletin. In a revision of the excused-absence policy that would appear in the new (2017-19) Bulletin, the grounds for requesting an excused absence would be expanded to include the observance of a religious holiday. Additional language holds students to submitting a request for an excused absence in advance whenever possible and suggests that such requests should be infrequent as well as reasonable in terms of their grounds, necessity, and duration. In subsequent discussion, it was pointed out that the revised policy still left it up to the instructor as to whether an excused absence could be granted.

The meeting concluded at 10:10 a.m.

Notes recorded by J. Krukones