

JOHN CARROLL UNIVERSITY
UNIVERSITY COMMITTEE ON EDUCATIONAL POLICIES

Angela Krueger, Catherine Sherman, Todd Bruce, John Ambrose, Rebecca Drenovsky,
Margaret Farrar, Rick Greci, Jim Krukones, Anne Kugler, Kathleen Manning, Al Miciak,
Michelle Millet, Maryclaire Moroney, Olivia Shackleton, and Walter Simmons

September 26th, 2018
9:00am, CAS Conference Room

NOTES

Present: J. Ambrose, M. Moroney, K. Manning, A. Krueger, C. Sherman, R. Drenovsky, O. Shackleton, R. Greci, W. Simmons

The meeting notes from September 12th were approved.

C. Sherman opened the meeting by reviewing the topics for discussion in the agenda. Boler and CAS Deans have agreed to distribute the course scheduling survey as appropriate. Deadline for completion is October 5th, after which data will be aggregated and feedback shared. The midterm grading and incomplete policies are currently with CAP and feedback is expected shortly. CAP has been made aware that Banner will support the current midterm grading process this semester, but not beyond. The sub-group has continued to work on a revised academic sanctions policy, which will be forthcoming.

A. Krueger asked the committee for clarification on the bulletin of entry policy that went into effect this fall. In particular, the Registrar's Office needs to know whether the policy is in effect for all students, including those who matriculated prior to fall 2017 or only those who matriculated after. M. Moroney wondered if there was anything to gain by not allowing them to declare under this bulletin. R. Greci stated that department chairs would have been anticipating any drastic changes and R. Drenovsky commented that no major department revisions occurred between bulletin issuance. The rest of the committee agreed and decided that students who matriculated prior to fall 2017 could declare their major under the 2017-2019 bulletin. O. Shackleton added that as a student who had to declare her major under the new bulletin, she was able to work through any difficulties with her advisor's aid.

Conversation then transitioned into a review of the course scheduling master document. R. Drenovsky noticed that none of the approved time slots listed account for labs. K. Manning also suggested adding 6:00pm-8:40pm as an approved time slot all days of the week. Notes were added to the master document as a reminder to address these recommendations. A. Krueger mentioned that the Registrar's Office was already looking to see if the time slots listed in the document are the best and most effective use of John Carroll University's time, resources, and facilities. R. Greci was curious about how the sciences handle scheduling athletes for lab time. R. Drenovsky commented that most science athletes either belong to teams that have early morning practices or to those that require less of a time commitment – in general, she doesn't see a lot of football, basketball, or volleyball players.

W. Simmons then opined that current scheduling difficulties aren't due to a lack of on-campus space, it's that the approved time slots need to be more fully utilized.. A. Krueger stated that the Registrar's office is attempting to find the balance between exerting authority and maintaining neutrality when it comes to course scheduling. M. Moroney then shared her experiences with trying to pre-schedule incoming first-year students. In an effort to consider morning and afternoon practice times for athletes, she was forced to concentrate the majority of their classes mid-day, which only further exacerbates the university's current problem of overbooking those particular time slots. A. Krueger then suggested that by making minor changes to the schedule, such as shifting the university's open time slot or pushing back class start times, additional time slots would be created. R. Greci observed that while the schedule does seem due for an overhaul, that isn't necessarily the current task of this committee. W. Simmons agreed, stating the Registrar's Office, department chairs, and academic deans should start first by enforcing the 10% policy, as stated in the course scheduling master document. R. Drenovsky mentioned that it would be helpful if data from previous semesters could be sent out to chairs as part of the planning process; this will help with estimating the number of course sections needed. R. Greci suggested also adding language to the document that stipulates 37.5 contact hours during the summer. Providing the previously mentioned comments and language are added to the course scheduling master document, the committee was comfortable forwarding it on for review.

Discussion then moved to the Student Classification Proposal, which is seeking to redefine what it means to be classified as a first-year, sophomore, junior, or senior. R. Greci wondered how much we as a university make use of these standings, and what effect in-progress credit hours have on registration. K. Manning observed that it's not uncommon for her to enter class standing overrides around registration periods, as well. C. Sherman verified that everyone was comfortable with the criteria outlined in the new policy and asked A. Krueger to see what coding possibilities might be available in Banner 9 around registration.

The meeting concluded at 9:55am.

Notes recorded by S. Payne