

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

March 13th, 2019
9:00am, CAS Conference Room

NOTES

Present: J. Ambrose, R. Drenovsky, C. Sheil, A. Krueger, C. Sherman, J. Krukones, W. Simmons, M. Moroney, A. Kugler, R. Greci

The minutes from February 20th were approved.

C. Sherman opened the meeting with general announcements. Faculty Council approved the mid-term grade policy and faculty approved the incomplete grade policy. While there are additional policies still under review, updates will be provided as necessary.

The committee reviewed recent work reconciling feedback on the Final Examinations Regulations document, as summarized by C. Sherman. It was decided the language outlining the obligation to fulfill contact hour requirements should be moved towards the top of the document as a means to illustrate its importance. A. Krueger emphasized that the overall content of the document isn't changing – instead, clarification and detail is being added. In addition, the hope is the document will reinforce the need for faculty to adhere to the credit hour policy. C. Sherman stated that language advising students to check the final exam schedule when choosing courses for the semester ahead, etc. now can be found in the Undergraduate Bulletin.

Discussion then transitioned to review of the Academic Policies and Procedures section of the Undergraduate Bulletin. C. Sherman overviewed the updates and clarifications made to the policy section of the Bulletin. New policies that have been passed were added. R. Drenovsky supported the changes in wording made to the section on Academic Advisors. R. Greci, however, questioned the wording about late registration during Add/Drop Week. He felt a stronger caveat needed to be included to indicate that students must not register after Add/Drop Week without permission from the appropriate deans, chairs, and instructors. Any missed work must be made up, as well. R. Greci also expressed frustration over the amount of students who haven't registered for a course, yet show up to class stating that they are a senior and need to complete the course to graduate. R. Drenovsky agreed. Tangentially related, A. Krueger mentioned there has been an influx in independent study courses added to schedules over the past few semesters. As a result the Registrar's Office will be implementing an independent study deadline. This will in turn help to protect faculty load as well as limit the amount of time it takes to add the additional courses to the schedule. M. Moroney suggested including language that places the onus on students being responsible for knowing where they are in their degree pathway and what courses are still needed. R. Greci also voiced displeasure about how holds are handled. C. Sherman replied that any conversation about holds will need to be had in

cooperation with the Office of Financial Aid. W. Simmons then inquired about an attendance policy and if it's required for faculty members to take at the beginning of each class. R. Grenci replied that it was not, although it is beneficial in helping to identify no-show students. He suggested a provision be included in the Registrar's email that is sent out to faculty at the beginning of each semester. Continuing the conversation around attendance, R. Drenovsky observed that students often conflate SAS accommodations and using them to justify excused absences. M. Moroney stated that meetings are currently happening with John Carroll's legal team about this very issue. Under the grading system section, R. Drenovsky observed that the PR grade was missing. C. Sherman then highlighted the new language added to the grade exclusion portion of the document. At the request of the Boler College of Business, the document was edited to specify that students should be admitted to a new major before petitioning for Grade Exclusion. However, M. Moroney remarked that this provision might not take into account the grade exclusion deadline. A. Krueger then suggested a compromise by changing the wording to instead read "update area of interest" rather than "new major."

The next topic on the agenda related to the possibility of limiting AP credits for transfer, which has previously been discussed in both Core and CAP meetings. Current policy limits students to the total amount of credits that can transfer, but there is no limitation on the amount of AP credits. R. Drenovsky wondered if there was any way to differentiate between CCP courses taught at a high school and those taught at a college or university. A. Krueger stated that the only way to differentiate would be if syllabi were provided for each course. She then pulled up benchmarking data to share with the committee. Based on the data provided, the group supported discussing policy in conjunction with the Core and CAP committees.

Finally, the committee also supported the creation of a policy that would establish a deadline for accepting transcripts for transfer credit. The subgroup will begin work on this.

The meeting officially concluded at 9:56am.

Notes recorded by S. Payne