

ACADEMIC POLICY AND STANDARDS COMMITTEE

9/23/03 MEETING MINUTES

In Attendance: John Jablonski Nathaniel Tymes
 Susan Hastings-Bishop Larry Schult
 Andy Karafa Vord Nelson
 Laurie Chesley
Regrets: Judy Schoettle Melinda McMartin

Meeting Opening – Vord Nelson:

- Led vote for committee chair & recorder (Chair – John Jablonski, Recorder – Larry Schult)
- Suggested finding another time that all could meet, expanding the meeting duration to 1 ½ hours to be more productive (see “Action Items”)
- Reviewed committee procedures/charge, issues to be addressed will surface from the V.P. of Academic Affairs office, other colleges in the university. Committee makes recommendations on issues to the Academic Senate, the Senate to the VPAA Office.
- Handed out 13 *open* issues/drafts that need action.

Comments by Laurie Chesley – VPAA Office Liaison:

- More drafts coming in to the committee next month.
- The original 13 handed out include proposed changes, formalization of existing policy, and older issues needing *cleaned-up*. They have been generated by various folks on campus. Some need discussion and comment by others – such as the college counselors. Possibly invite those people into the meeting(s) to address, as they are also reviewing proposals for their impact (upon implementation) to the total university system(s).
- John and Laurie will be working together to prepare for the next meetings of the committee.
- Laurie will take the existing 13 issues and categorize/group them logically for decision by the committee on priority of addressing/working on (such as time/topic grouping). Laurie will also segregate those issues which are FSU Board policy - that do appear on the web. (see “Action Items”)

Requests for additional proposals/topics:

- Vord asked if there were any relative to North Central Accreditation or if the academic review area had any.
- John asked the committee members to bring any issues that might need to be brought up to the committee from their areas/daily activities. (see “Action Items”)
- Some suggested topical areas were: Attendance, Drop/Add process, Number of courses allowed to fail, Leaving students into a class later in the semester (after semester has started and run for a period of time).

Action Items:

- Committee members to send possible extended meeting times to John/Larry.
- John/Larry to review - see if another time that is 1 ½ hours long is possible.
- Laurie to send a categorized list that has the issues reasonably grouped.
- Committee members to look for issues needing to be brought to the group.

NEXT CURRENTLY SCHEDULED MEETING – TUESDAY OCTOBER 28, 2003 AT 11:00AM – NEC201

Respectfully Submitted – Larry Schult

Cc: Committee Members, Dr. Ali Abbasabadi

ACADEMIC POLICY AND STANDARDS COMMITTEE

10/28/03 MEETING MINUTES

In Attendance: John Jablonski Nathaniel Tymes
Larry Schult Dr. Ali Abbasabadi
Andy Karafa Melinda McMartin
Laurie Chesley

Regrets: Susan Hastings-Bishop Judy Schoettle Vord Nelson

Meeting Opening – John Jablonski:

- Procedure for meeting minutes review & distribution process to remain the same as initial one; reviewed minutes from last meeting – motion/second to accept – vote passed, no amendments.
- John/Larry reviewed finding another time that all could meet, no good solution. Suggestion by John to for a sub-committee to debate proposed items then present in monthly meeting to entire committee for approval/disapproval. John (chair) will communicate sub-committee's work. Motion/second to accept – vote, passed, no amendments.
- Sub-committee members: John Jablonski, Larry Schult, Laurie Chesley, Andy Karafa, Melinda McMartin
- John stated that the committee may be having more members, and that it is an open committee for all who want to join.
- John handed out 3 *open* issues/drafts (based on categorization from Laurie) that need action. Motion/second to review the 3 documents (each had individual motions).

Document Review:

- #1, "Competency/Placement in Reading, English, and Mathematics": Key deans and counselor have been/are reviewing proposal.
 - Questions: "How were the numeric "values" arrived at?" – Bill Potter reviewed data.
 - "What do we have now?"
 - The *Admission Standards Policy Committee* recommended the proposal sighting our need to ratchet up the policy to match the raising standards of admission that FSU has been doing.
 - "What are the consequences to the student of he/she doesn't attain the competency?"
 - "Is there anything relative to computer competency included?"
 - "Is there correlation to the admissions scale?"

Laurie to check on questions raised. (see Action Items)

Amendment: Add "instructor" and "program director" as people to give written approval to "drop" the class, as they may deny the student's request.

Motion/second to accept with amendment – vote, passed with amendments.
- #2, "Developmental Courses"
 - Question: "Is class grade counted in the figuring of the student's GPA?"

Laurie to check on question raised. (see Action Items)

Item tabled until next meeting.

- #3, "Ferris State University Seminar (FSUS) 100": Not a policy yet, but being practiced.

Issues: Language needs cleaned-up with proper English/grammar.
This has been previously recommended and has been by the
Board of Control.

Motion/second to accept – vote, passed with no amendments.

Old Action Items:

- √ Committee members to send possible extended meeting times to John and Larry.
- √ John/Larry to review - see if another time that is 1 ½ hours long is possible.
- √ Laurie to send a categorized list that has the issues reasonably grouped.
- √ Committee members to look for issues needing to be brought to the group.

New Action Items:

- Laurie to check on questions raised regarding proposals.
- Sub-committee to meet.

NEXT CURRENTLY SCHEDULED MEETING–TUESDAY NOVEMBER 25, 2003 AT 11:00AM ASC2082

Respectfully Submitted – Larry Schult

Cc: Committee Members