

University of Minnesota Morris Digital Well

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Scholastic Committee

Campus Governance

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9-2-2014

### Scholastic minutes 09/02/2014

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**Scholastic Committee  
2014-15 Academic Year  
September 2, 2014  
Meeting One Minutes Approved**

**Present:** Roland Guyotte, chair, Steve Gross, Merc Chasman, Jess Larson, Laddie Arnold, Megan Jacobson, Marcy Prince, Brenda Boever, Tisha Turk, Chad Bragelmann, Hilda Ladner, Leslie Meek, Judy Korn

**Absent:** Jennifer Rothchild, first-year student tbd, Clare Dingley, registrar

**1. Scholastic Committee responsibilities review**

After introductions and agenda review, Chair Roland Guyotte reviewed Scholastic Committee (SC) by-laws and responsibilities. A handout used by Guyotte at the fall Advising meeting was distributed and reviewed. (See Addendum One)

**2. Scholastic Committee vice chair**

The Chair announced that Jess Larson has agreed to serve as SC vice chair for the 2014-15 academic year. Guyotte will be out for a few weeks for surgery and recovery. As vice chair, Larson will “fill in” until he returns.

**3. Annual review and approval of delegated petitions**

By unanimous vote, the SC empowered the registrar and the executive staff to approve or deny specific requests/petitions on behalf of the Scholastic Committee.

- add/withdraw from a course after the deadline due to system error, if documented in PeopleSoft
- cancel/adds to change sections or correct sequence placement
- approve late registration in Th 1060/1070 (play performance/crew)
- waive a maximum of two credits of the GER 60 with transfer credit involvement
- waive the 15/30 credit senior year residency requirement when  $\frac{3}{4}$  of the credits for the major and for general education were completed at Morris
- waive ArtP for native dances publicly performed by American Indians
- waive FL and IP for nonnative speakers of English
- act on repeat course petition
- act on request to take more than 20 credits

**4. Chair's Report**

The Dean has made two requests of the SC: to review international student academic experiences and to review the impact of nationally recognized standardized test credits, such as the College Level Examination Program (CLEP), on the Morris degree.

A SC subcommittee was formed last academic year to examine the international student academic experience. Members were Peter Wyckoff (on sabbatical); Nic McPhee (on sabbatical); Sae Sun Kim, now

former member; Jennifer Zych Herrmann, now former member; and Hilda Ladner, director, Office of Equity, Diversity, and Intercultural Programs. The committee was not fully implemented after it was organized. Replacements for McPhee and Wyckoff will be solicited. Kim and Herrmann will be invited to continue. Ladner will reconvene the group.

CLEP will be addressed later in the academic year. Korn has gathered data to inform future discussions.

## **5. SCEP Report**

Tisha Turk will serve as McPhee's "sabbatical replacement" on the Universitywide Senate Committee on Educational Policy (SCEP). The committee has not yet met. No report.

## **6. AP/IB updates**

Korn gave a brief overview on the process of evaluating new courses introduced by College Board. The committee considered the Physics Discipline's recommendation for awarding credit.

*Korth, on behalf of the physics faculty: We believe the [new] AP courses Physics 1 and Physics 2 are suitable for substitution at UMM but, given the way scoring is done, we do not think a score of "3" is adequate for substitution.*

*Here is what we recommend:*

*Physics 1 with score 4 or 5 — equivalent to Phys 1091 (5 cr and meets Sci-L requirement)*

*Physics 2 with score 4 or 5 — equivalent to Phys 1092 (5 cr and meets Sci-L requirement)*

Score of 3 (Morris baseline) would earn credits and SCIL, but no substitution as it has in the past.

Physics B and C will eventually be obsolete.

By unanimous vote, the committee approved the awarding of credits and course substitutions based on the Physics Discipline's recommendation.

## **AP languages**

All have been updated by College Board and will need to be reviewed by language faculty.

German and French no longer have a literature course.

Only one course of Latin is now available.

Spanish could be a cursory review, very little change.

Japanese, Chinese, Italian, could be added to Morris AP acceptable courses with language faculty recommendation.

## **IB Spanish**

Fairly significant change. Two higher level courses based on prior or no prior experience in Spanish.

It was asked if we could determine how many students complete their language requirement with nationally recognized test credits. Korn will investigate.

Korn will facilitate the review of the new AP and IB language course materials by the language faculty and bring recommendations to the committee.

## **7. Summer Appeals report**

Committee: Brook Miller, Michael Korth, Leslie Meek, Jennifer Herrmann, Judy Korn

The Summer Appeals Committee met on July 9, 2014. The committee received 18 appeals with requests from suspended students to return after one semester rather than two semesters.

The committee approved six appeals: one freshman; three sophomores; and two juniors. All six students may study at Morris under academic contracts.

The committee denied 12 appeals: eight freshmen; three sophomores, and one junior. All but one student received suggestions for academic readiness and reapplication.

Addendum One

## **Brief Scholastic Committee (SC) Handout For New Adviser Workshop Fall 2014**

**See the SC website ([morris.umn.edu/committees/scholastic](http://morris.umn.edu/committees/scholastic)),  
the policy library,  
or committee members for details.**

**Prior Learning** (Judy Korn, transfer evaluation coordinator, SC executive staff, Office of the Registrar, [kornjr@](mailto:kornjr@))

\* Transfer coursework as it relates to graduation requirements and general education requirements

Some courses transfer for credits only.

Some courses transfer for credits and fulfill general education requirements.

Some transfer courses substitute for existing Morris courses (indicated in APAS). Note: The registration system may not recognize the transfer courses for pre-req purposes resulting in the need for a permission number.

If a course is accepted for transfer, the discipline coordinator evaluates the course if needed for a major or minor.

\* AP, IB, CLEP, etc. as it relates to graduation requirements and general education requirements. Charts are found on the SC website if needed for transfer credit discussions with students.

\* Students are exempt from the FL requirement if English is not the student's first spoken and written language. Students who do not wish to continue language study at Morris may take a proctored exam in the Testing Center to demonstrate proficiency.

\* IP gen ed is fulfilled for international students.

\* IC is waived for students who have earned 12+ credits **after high school graduation**.

\* Advanced standing students who qualify for the IC waiver may also qualify for the WLA exemption if they have taken a total of at least four credits of composition/college writing after high school graduation. If the “sending” college requires that the student take two courses (Composition I and II, College Writing I and II), the student must complete both in order to receive the WLA exemption even if the first course is a four-credit class.

### **Future Learning not at Morris**

\* Permission is way easier than forgiveness! If your advisee is planning to take summer, online, study abroad, or National Student Exchange (NSE) classes elsewhere, (including other U of M campuses) please direct them to seek prior approval from the Transfer Evaluation Coordinator before they take the class. More information and the prior approval forms can be found at [morris.umn.edu/registrar/transfer/courses](http://morris.umn.edu/registrar/transfer/courses). Prior approval ensures that the students are fully informed of how credits will or will not transfer to Morris. After the courses are approved for transfer and gen eds confirmed, students will be directed to seek discipline approval for courses that may satisfy requirements in the major or minor.

**Please do not let new high school (NHS) students drop their IC courses.**

### **Repeating Coursework**

\* If students have prior credit (transfer course, AP, CLEP, etc.) for a course and they repeat the course at Morris, they lose the transfer credits and the last grade counts. For example, if he/she earns a three on the Chem AP exam, which earns four credits for Chem 1101, the student loses the AP credits if she/he takes Chem 1101 at Morris. This is totally ok, but the student needs to be aware that the AP credits will be lost.

\* A student can only repeat a course once.

### **Petitions (Brenda Boever, advising coordinator, Advising Office, boeverba@)**

\* SC hears petitions (usually requesting policy exemptions) based on at least one of three criteria: institutional responsibility, hardship, spirit of the requirement. SC does not have anything to do with faculty grading. Bad advice is **not** institutional responsibility, i.e. SC will not ‘fix’ an adviser’s mistake.

\* Brenda Boever, advising coordinator, Advising Office, guides students through the petition process. Petitions are submitted to the SC through the SC executive staff.

### **Academic Integrity (Office of the Vice Chancellor for Student Affairs)**

\* The Committee on Academic Integrity (CAI) is a subcommittee of SC. The group holds hearings for multiple violations of the Student Code of Conduct or if the student and faculty member cannot agree on the responsibility and sanction.

\* Advisers are not informed of advisee violations. Advisers are occasionally asked by students for advice or to be their advocates. Both the VCSA and SC can be recourses for students and faculty.

\* All violations should be reported.

### **Academic Alerts**

\* Academic Alerts can be submitted by advisers not just instructors.

- \* You will often be notified if your advisee receives an alert. Please follow-up with the student.
- \* Frequently, dropping a class is a recommended action, but often students do not know how to do this.

Up until the 'essential deadline,' classes can be dropped and not appear on the transcript.

Up until the end of week nine, classes can be dropped and a W appears on the transcript.

From week 10 to the last day of classes, student may drop one class during their U of M careers.

From week 10 to the last day of classes, they can drop **all** of their classes.

See the Office of the Registrar website for exact dates and forms  
([netfiles.umn.edu/umm/www/registrar/CurrentEssentialDeadlines.pdf](http://netfiles.umn.edu/umm/www/registrar/CurrentEssentialDeadlines.pdf)).

No classes can be dropped after the last day of class for academic reasons. If there are *nonacademic* reasons for dropping, there may be different options with different deadlines, forms, and documentation.

### **Probation**

\* A student will be placed on probation, and will remain on probation, if either the term or the cumulative GPA is below 2.000. A student on probation will have a hold placed on his or her record and must see an adviser in order to register. Students on probation are limited to a maximum of 16 credits per semester.

\* Please watch for first-year students who are put on probation after fall semester. They may need to adjust their spring schedules (fewer credits or drop a course after poor performance in a pre-req course). They also need to understand the possibility of suspension if low grades continue or may need to hear about other career or major options.

### **Suspension**

\* A student is suspended if at the end of a probation semester, **both** the term and cumulative GPA are below 2.000. The suspension is effective immediately

\* Suspended students cannot register for any U of M courses (including summer session) for at least one full academic year. All colleges and campuses at the University must recognize the probationary holds and will not allow students, including nondegree seeking students, with these holds to register without the approval of the college placing the hold.

\* Students may appeal to have their suspension reduced from one full academic year to one academic term. Students may ask their advisers for supporting statements for the appeal process. The deadline for the summer appeal process is June 30 of each year. If a student chooses not to appeal or the appeal is denied, after the one-academic year suspension period, he/she may apply for readmission through the Office of Admissions. Admissions will consult the SSSC before admitting.

### **20-Credit Limit**

\* Students may not take more than 20 credits without SC permission. The Scholastic Committee Executive Staff often requests adviser input when considering such requests. The form is found at [morris.umn.edu/registrar/forms](http://morris.umn.edu/registrar/forms).