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Scholastic Committee

Campus Governance

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University of Minnesota, Morris Scholastic Committee
Meeting #8, November 3, 2010

The Scholastic Committee met at 9:15 on Wednesday, November 3, in Behmler 130.

Present: J Goodnough (Chair), T Berberi, C Braegelmann, C Cole, E Christensen, S Gross, S Haugen, J Ratliff-Crain, J Richards, C Stemper, D Stewart, M Page (guest)

1. The Minutes of 10/26/2010 were approved with no changes.
2. Report from Chair
 - a. Feedback for the Campus Assembly verbal report was limited and in favor of having a set of standard language options for alerts, electronic translators, and paper/email turn in. Not policy but a cut and paste resource.
 - b. Also a request to survey what is really the tech-savviness of our students. Outside Scholastic purview in the chair's opinion.
 - i. The committee did note that this affects advising as several reported that freshman seem to have trouble navigating the registration system. There was general support for suggesting this be included in a Res. Hall program shortly after fall break.
 - ii. It was further noted that students often struggle with how to evaluate whether a website is a valid source or not.
 - iii. UMM website serves too many masters making it difficult to find information. It was noted that 95% of calls to the info desk could have been answered by info on the UMM webpage. The search functions sucks.
 - iv. It was noted that Grad Planner is a nifty tool that should be more widely utilized.
 - c. Resource for use when doing letters of recommendation was shown and will be added to Scholastic Committee website. In particular the *Reference Request and Student Authorization* form at the bottom of the page is a useful form. Education makes heavy use of this form and finds it very useful to have all majors fill it out. FERPA would be a great topic for the fall 'Professional Development' Day.

<http://www.policy.umn.edu/Policies/Education/Student/STUDENTRECORDS.html>

3. Academic Integrity Discussion
 - a. The website for the UMTC procedures for dealing with Student Conduct Code violations was shown. This is our goal. A UMM version of this page.
http://www.policy.umn.edu/Policies/Education/Student/STUDENTCONDUCTCODE_PROC01.html
 - b. There is a general sense that the committee is comfortable with current AI document procedures.
 - c. We do a bunch of stuff that isn't written down (or written down in a non-formal way)
 - i. Prehearing meetings w/ VCSA
 - ii. Prehearing meetings w/ Academic Integrity Subcommittee
 - iii. We tape hearings
 - iv. Assistant dean is playing a role
 - v. Order of Proceeding for Hearing

- vi. Support staff from multiple sites
- vii. Who is contacting alleged violator?
- d. Committee was shown some of the documents from the Student Behavior Committee hearing procedures and procedures used for recent Academic Integrity Repeat Violation Hearings.
- e. No known documents from a 'regular' hearing.
- f. The legalese language was noted and a sense that we need to have a better procedure for Academic Integrity hearings in a CYA sense.
- g. Should it mandate a report from VCSA (biennial?) on non hearing reports?
- h. Need some resources for students and faculty on how to cite websites and evaluate the quality of a website
- i. Who, inside the U, has a right to see that file? ie who might 'need to know' Let's be proactive on this
- j. How long do we hold onto an Academic Integrity Violation record? [post meeting info was found:
http://www.policy.umn.edu/Policies/Operations/OPMisc/RECORDRETENTION_PROC01.html The Retention Schedule there has some relevant and perhaps inconsistent info eg the tape of a BEHAVIOR hearing should be kept for 10 years. AI is specifically mentioned in BCT Files "BCT FILES -- This series consists of student files kept at the Office for Student Conduct and Academic Integrity and may include correspondence, reports and interviews. Recommended retention: 5 years after graduation or date of last attendance." -- It might help if we knew what BCT stood for, perhaps background check turtles]
- k. Do faculty reporting a violation see the filed student response letter if the student exercises that option?
- l. Timing – break schedule – longer terms for subcommittee members?
- m. Resources (people) for student and faculty wrt dealing with the process of a non hearing violation

Submitted by Jenn Goodnough