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Scholastic Committee

Campus Governance

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Scholastic minutes 02/06/2020

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**Scholastic Committee
2019-20 Academic Year
Thursday, February 6, 2020, Moccasin Flower
Meeting Eight Minutes**

Present: Merc Chasman (chair), Alyssa Pirinelli, Marcus Muller, Jason Ramey, Jennifer Goodnough, Joe Beaver, Emma Kloos, Heather Pennie, Dennis Stewart, Kenzie Marquette, Kimberly Novotny, Marley Lund

Absent: Brenda Boever, Mike Cihak

1. Introductions

The committee welcomed Marcus Muller, new director of the Office of the Registrar.

**2. Approve minutes of November 1, 2019, meeting
Approve minutes of November 7, 2019, meeting
Approve minutes of December 12, 2019, meeting**

All minutes approved unanimously.

3. Chair's Report

Last fall, Merc Chasman, Scholastic Committee chair, met with Brenda Boever, Scholastic Committee dean's designee; Angie Senger, transfer evaluation coordinator; Janet Ericksen, interim vice chancellor of Academic Affairs; and Nate Peterson, interim director of the Office of the Registrar to discuss the misdirected delegated petitions that were acted on by Peterson. There appears to be a cultural difference in thinking with who should be delegating petitions. Peterson discussed Morris' delegated petition process with UMN Registrar Sue Van Voorhis and it was noted that the Senate Committee on Educational Policy (SCEP) does not hear petitions. Peterson also brought up FERPA issues with petitions being heard by students, but the issue was discussed with Marcus Muller, current director of the Office of the Registrar, and he didn't see a FERPA issue with the current process since all identify information is removed before a petition is presented to the committee. Muller did recommend the process be documented to provide clarity, transparency, and consistency with the process. Another issue brought up is that some Scholastic Committee (SC) petitions are composed by Boever and it becomes part of the student's record even though the student didn't write it. Goodnough explained the process was put in place to provide a more consistent review of petitions because some students could not properly articulate their situation and petitions with substantial merit were being denied. It provides students a more consistent and fair process. A final concern raised was reporting lines between SC and HR. Vice Chancellor Ericksen will be attending future SC meetings where the issue of delegated petitions can be further discussed.

4. SCEP Report

Topic below.

5. Petition # 1278

Request: The student request is for an exception to the GER 60 credits outside of the major requirement due to meeting the spirit of the requirement and hardship.

Motion to approve. No discussion. In favor: nine. Opposed: two. Abstaining: none. Petition approved.

6. **Course Cancellation Policy**

SCEP shared the draft policy with the deans from all UMN campuses to review the final language. SCEP will vote on the final language after Morris' Scholastic Committee reviews the policy changes.

Further comments from the committee include:

- The proposed changes protect students who need courses with low enrollment to graduate. It also protects teaching assistants (TAs) and instructors who are paid on a course-by-course basis from the unexpected loss of income
- The changes stem from problems encountered on the Twin Cities campus; not really happening on the Morris campus.
- Regarding item #2, the definition of low enrollment is subjective to the campus.
- Does college mean division at Morris? The terms need clarification because they can mean different things at each campus. Goodnough agreed to suggest recommendation to SCEP to clarify terms.
- Will there be a list of responsibilities at the end of the policy?
- Does publicly posted mean on the website? Yes. Some colleges have very explicit definitions and procedures on their website while others do not. Examples of expectations are available.
- Does "after the first day" mean 8am or end of day? The final version of the policy will include the determined time.
- Summer courses are sometimes offered regardless of the number of students enrolled. Summer courses have an established deadline for cancellation and the actual cancellation happens the day before the term starts.

7. **Revisit Delegated Petitions**

[2018-19 Delegated Petitions](#)

[2019-20 Delegated Petitions](#)

Chasman provided some background on the delegation of petitions. The SC gave the Registrar and the SC coordinator the authority to act on certain delegated petitions that were regularly coming to the committee. In the fall of 2019, the committee decided to change how the petitions were delegated due to the interim director of the Office of the Registrar being on campus only two days a week and not attending SC meetings. The SC decided to delegate petitions to the transfer specialist and a subcommittee to review petitions for the 2019-20 academic year and revisit delegated petitions at the end of the spring semester.

However, with a recent reduction in staff in the Office of the Registrar (OTR) due to retirement the delegation of petitions to the transfer specialist and the subcommittee is no longer sustainable. The committee was asked to consider two options for moving forward with delegated petitions.

1. Bring the director of the OTR into the subcommittee to review delegated petitions, however, this would not reduce the workload of communicating with the subcommittee.
2. Delegate the petitions to the director of the OTR and the transfer evaluation coordinator. A report provided to the committee at the end of the academic year.

A member of the delegated petitions subcommittee noted that there was no single time when they disagreed with the transfer evaluation coordinator's recommendation. They have no problem with petitions being delegated to the director of the OTR and the transfer evaluation coordinator. They are open to whatever works for OTR. Another member of the committee agreed with the previous point, but pointed out that there was valuable discussion among the subcommittee with a more difficult petition. They suggested that if the committee went with option 2 the subcommittee for delegated petitions should be consulted when more difficult petitions are received. It was then noted that the subcommittee for delegated petitions will need a new student representative as Finzen is not on campus this semester. Joe Beaver agreed to continue serving on the subcommittee and Jennifer Goodnough and Emma Kloos both agreed to be backup. Marley Lund agreed to take on Finzen's role and Kim Novotny and Kenzie Marquette agreed to be backups.

Motion: To change the delegation of petitions 11-14 to the director of the Office of the Registrar and the transfer evaluation coordination with the caveat that the subcommittee be consulted on difficult petitions. Motion to approve. No discussion. In favor: eleven. Opposed: none. Abstaining: none. Petition approved.

The position of the SC coordinator also needs to be discussed at a future meeting. At one point the SC had a Secretary (as in Secretary of State and not support staff), but confusion of term may be the reason the position was changed to SC coordinator. Then when Judy Korn was assigned to the role it became SC executive staff. When Angie Senger was assigned to the role it became SC coordinator again.

Respectfully submitted,

Angie Senger
Office of the Registrar