

**Academic Policies and Procedures  
Agenda  
Friday, January 15, 2010 2:00pm  
UCC 210**

<b>Name</b>	<b>Present</b>	<b>Absent</b>
Donohoe, Janet	X	
Dufoor, Leanne		X
Hooper, Mary		X
Gerhart, Hannes	X	
Pearson, Meg	X	
Swamy-Mruthinti, Satyanarayana	X	
Chadwick, Nan		X
Brown, Cheryl	X	
Luo, Fenqjen ("Jen")		X
Nazzal, Allison		X
Smith, Shelley L. (Rogers)	X	
Aldrich, Michael		X
Johnson, Robert ("Bobby")	X	
Lingrell, Scot	X	
Roberts, Quinderious ("Quin")	X	
Haley, Donna	X	
Hester, Mike		X

1. Meeting called to order at 2:06 pm by Chair, Janet Donohoe
  - a. Approval of minutes from December 4, 2009 meeting
    - i. Motion passes with no objection
  
2. Possible change to Undergraduate Academic Policies: declaration of major at 60 credit hours
  - a. Scot Lingrell discussed striking sentence on page 100 of current Undergraduate Catalog ("A declaration of a pre-major...will not fulfill this requirement.") to remove declaration of a pre-major at or before 60 credit hours
  - b. Vote taken: Passes with no objection
  - c. Will go to Senate as Information Item
  
3. Language changes to faculty handbook regarding SEIs. Discussion on when SEIs should be made available to students (change from last week of classes to last two weeks).
  - a. Vote taken: Passes with no objection
  
4. Report on implementation of changes to SEI.
  - a. Changes to draft proposal:
    - i. Second bullet in section A – add an Appendix B to allow additional questions for completely online classes (approved last year)

- ii. Minor grammatical changes
5. Presidential Exceptions for out-of-state students (Bobby Johnson and Scot Lingrell)
    - a. Change in implementation of Presidential Exceptions allowing out-of-state students to be admitted without taking to Appeals Committee
    - b. Vote taken: Passes with no objection
    - c. Will go to Senate as Information Item
  6. Discussion on grading timeline changes
    - a. College of Ed faculty member requests more than 48 hours to turn in final grades after exams
    - b. Donna Haley and Scot Lingrell discussed reasons for current timeline
    - c. Committee members will ask others in departments their opinions
    - d. Will be on next agenda
  7. Next meeting scheduled for February 12, UCC 210, 2:00 pm
  8. Meeting adjourned at 3:16 pm