

Academic Policies Committee

Minutes

April 14, 2020

Minutes approved: September 17, 2020

In attendance: Agnieszka Chwialkowska, Carrie Carmack, Ethel Santiago, Jean Cook, Joe Fernander, Melissa Frederick, Jarius-Joaquin Matthews, Nancy Penco, Soo Moon, Gavin Lee, Emily McKendry-Smith, Michael Hopper, Jill Drake, Donna Haley

The meeting began at 12:30 PM.

- I. Transfer Credit Evaluation Policy
 - a. Addition of “transferable course” to Glossary: A course that has a direct UWG course equivalent or elective as determined by the department, and has a grade of “D” or higher, with the exception of ENGL 1101 & 1102, which require a grade of “C” or higher.
 - i. This item passes unanimously.
 - b. Rephrasing of the definition of “Transfer GPA”: The calculation of all successfully completed transfer courses determined to be transferable from all previously attended post-secondary institutions.
 - c. Transfer and readmitted students – policy has been split into two parts in the catalog – one under undergraduate academic policy, the other under admissions
 - i. Edit to begin Point 7 with “For” transfer and readmitted students
 1. Now reads: “7. For transfer and Readmitted students admitted Fall 2020 or later who have repeated a transferable course at a previous post-secondary institution(s), only the highest grade will be transferred and calculated into the Transfer GPA. For transfer courses that are repeated at UWG, and a higher grade is achieved, the repeated transfer course will be excluded from the Transfer GPA”
 - ii. This item passes unanimously.
 - d. Discussion of the phrase “go transient.”
 - i. Gavin Lee suggests using “convert to transient status.”
 - e. Admissions part of transfer policies
 - i. Policies/information that is being moved to undergraduate policies will no longer be addressed in the Admissions section of the Catalog.
 - ii. Admissions is also modifying these policies, so they will return to APC in the future; Melissa Frederick notes that Admissions is revising this for old and out-dated language.

iii. Agnieszka Chwialkowska notes that this part of the policy changes will not be presented at the next Senate meeting in order to wait for modifications.

iv. Jill Drake recommends that voting only after all changes are included.

II. Institutional Repeat Policy

a. Policy refers to “summer 2001,” meaning the summer that this policy was started (repeating XIDS courses regardless of course titles)

b. Joe Fernander notes that an additional bullet point stipulates that once students graduate and earn a degree, they are no longer able to come back and repeat courses and have their grades replaced, because their academic record is “frozen” at the time of graduation.

i. Text of last bullet point: “This policy applies only to undergraduate students repeating coursework prior to graduation. If a student has graduated with a bachelor’s degree from West Georgia, coursework repeated after graduation will not replace coursework taken prior to graduation.”

c. Discussion regarding if modifications clarify policy or not

i. Donna Haley proposes adding the word “effective” (“effective summer 2001”).

ii. Joe Fernander notes that this puts us in line with the transfer policy.

iii. Jill Drake asks if there is a parallel policy for graduate students.

1. Joe Fernander clarifies that the graduate school doesn’t have a general repeat policy; it depends on how a course is set up and approved. There is no repeat to replace policy. Joe has not been able to find repeat and replace policies for graduate students at other institutions. However, these modifications to the undergraduate policy will put us in line with other institutions.

2. Jill Drake observes that the College of Education allows students to repeat a course.

3. Discussion of how graduate students are required to have a 3.0 in their major and a 3.0 overall. The repeated course in College of Education isn’t replaced in their GPA, as will be done for undergraduates under this policy.

iv. This item passes unanimously.

III. Graduation with Honors Policy

a. Joe Fernander explains that because of policies on repeating courses, there is a need to change the way that Latin honors are calculated. They are awarded based on all courses attempted. Currently, the registrar’s office has to pull repeat to replace courses and then calculate a mathematical formula. The formula is confusing for students and the registrar’s office receives feedback from students who are confused due to how repeated courses are counted. The

proposed change will use a simpler formula that will account for repeats, transfer courses, etc. The proposed change will use overall GPA.

- b. A statement is added noting when this policy goes into effect.
 - c. This item passes unanimously.
- IV. Information Item: Grade Appeals
- a. Jill Drake updates on where this would be housed – in the catalog or faculty handbook. Needs to be edited for clarify (refers to a committee that is actually a subcommittee), needs to provide link to the protocol rather than having it contained within the handbook.
 - b. Discussion that the catalog already contains the procedures that an appeal goes through (what the chair must do, dean must do, etc); this is for the faculty to know what will occur should they be in a grade appeals meeting.
 - c. Procedure is emailed to faculty and student before a grade appeal hearing.
 - d. This will be sent to student affairs to decide how it should be added to the student handbook.
 - e. Vote is not on the actual grade appeal procedure but on the edits to the handbook; this item passes unanimously.
- V. Call for new business
- a. Jill Drake confirms that these items will be presented at the next Senate meeting.
 - b. Information item that Nancy Pencoe will take over as APC chair in June.