

**Student Regulations Committee**  
**February 5, 2009**  
**Minutes**

Present: Voting Members: Jeff Streator (Chair), Bill Drummond (Secretary),  
Miroslav Begovic, Ray Vito, Corey Boone Mitch  
Keller, Naresh Thadhani

Non-voting Members: Reta Pikowsky (Registrar)  
Bill Schafer, Doug Williams

Guests: Carole Moore (Provost's office)  
Lisa Jones (Registrar's office)  
Ann Laros (Registrar's office)  
Robert McEntyre (Student government)

Absent: Voting Members: Paul Benkeser, Parker Hancock

Non-voting members: None

1. The meeting began at 10:00 am
2. Advanced standing
  - a. The Registrar proposed to consolidate all the advanced standing regulations, with the following draft text:

**Advanced Standing ( proposed new wording highlighted in yellow)**

**Examinations:**

1. Students who offer satisfactory evidence that they are qualified to do so may receive credit for a course by examination. Such an examination is called an examination for advanced standing.
2. Examinations for advanced standing require the recommendation of the department of instruction in which the course is offered, payment of the appropriate fee (\$50.00) to the [Bursar's](#) office, and authorization by the Office of the Registrar.
3. Examinations for advanced standing will ordinarily be offered during the week of final examinations.
4. A student will not be allowed to take an examination for advanced standing in a given course more than twice.
5. Students will not be allowed to take an examination for advanced standing in a course for which the prerequisite(s) has not been met.
6. An examination for advanced standing will be reported with an S or U grade. Neither grade will be included in the calculation of the scholastic average.
7. Advanced standing is not allowed for laboratory or studio classes.
8. Students may not use more than 9 credits of advanced standing to meet degree requirements.

- b. The reference to \$50.00 was recommended to be deleted so the amount could be more easily changed in the future.
- c. In the past students without prerequisites have done well in courses with prerequisites. Schools should have the option not to enforce a prerequisite. The draft text for items 5 and 7 in the draft was recommended to be amended to add “except with the consent of the school offering the course.”
- d. Adoption of the revised draft was approved unanimously. The approved wording is as follows:**

## **Advanced Standing (approved new wording highlighted in yellow)**

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### 3. Pass/Fail System

- a. The proposal is to add a new item 7 to Section X (Pass/Fail System) which will read:

**“The deadline to change the grade mode from letter grade to pass/fail (and vice-versa) is the same day as the last day to withdraw from a course without penalty.”**

- b. Students had previously proposed this option to change the grade mode of a course from pass/fail to letter grade (and vice versa). Several academic advisors objected, since some students may change grade mode at the last minute without realizing that such change may prevent them from graduating. The Registrar’s office offered to avoid potential problems by producing a report of grade mode changes that would be periodically sent to academic advisors. The Registrar’s office is also willing to fix the problem created when a student’s change of basis to pass/fail would cause the student not to graduate in the absence of intervention.

**Adoption of the above change was approved unanimously.**

### 4. Course Syllabus Policy

- a. Students are requesting a concrete dead-week policy. They have proposed revising the Faculty Handbook section 43.6.

The problem is that neither students nor professors know the current policy, and there is nothing specified in the course catalog or student handbook. The Provost’s office reports there were about ten complaints last semester with six of them justified, with many more potential complaints that could have been made but were not.

- b. Members of the committee made recommendations for the next draft:
  - i. Eliminate the contract language.
  - ii. Follow more closely the language in the Student Bill of Rights.
  - iii. Change the date for progress to the drop date.
  - iv. Require each course to have a syllabus and course policies.
  - v. Strengthen the current language (“some performance evaluation”) to require a more substantive or substantial evaluation.
  - vi. Be a mark-up copy showing both the current language and the proposed language.
  - vii. Focus on the items that are most important to the students.
  - viii. Drop statements with “should,” which are too vague to enforce.

ix. Develop both a bullet point summary that can be sent to professors that contains links to the more detailed policy description.

5. Meeting adjourned at 11:08.