

ED POL Minutes 4/4/18 - **UC409 (3:10 – 4:30PM)**

Anderson, Bell, Bodzin, Engl, Henry, Hoelscher, Jensen, Kawash, Lotto, McClaind, Shiraishi, Tonkay, Watkins, Webb, Wesson, Wilson, Zalatan, Zhang

- Approve minutes from 2/21/18
approved
- Update on R&P Compliance Form
Registrar is working on adding form to site with plans for it to be effective fall 2018; associate deans putting link on their websites
- Middle States Meeting 4/9 – 3:40-5PM
Students not attending – voting committee members only – UC409 please review standards recommended by Jennifer Jensen
- Update on discussion with John and Pat on Educational Mission of University
John and Pat will be at May 2th meeting to discuss educational mission and the board of trustees understanding of what it means to be an R1 institution
- Update from writing committee (Ed Lotto)
The committee has met and heard a proposal from Greg Skutches to put writing in all courses. Getting rid of writing intensive courses?
- 3.27.2 and 3.8.1 Definition of Grades and 3.8.2 – Incomplete (N grade)
*SP is a proposed grade to deal with courses that extend beyond a standard period or semester. They would not convert but would stand until the project is completed, (thesis, research courses, open learning, study abroad, etc)
One issue is whether students will get credit for work that is completed but not yet graded. SP grades count toward credits earned toward a degree.*

Discussion about whether a continuation grade should convert, and what the timeframe of it is -

Faculty wanted to register that students are still doing the work don't want to give a grade.

Will an ongoing course earning credits be graded retroactively when the final SP is cleared?

Suggestion is made that thesis and dissertation are different than open learning and study abroad.

*In an open learning situation – how are the credits allocated? (Might end up being an overload issue.)
There's also a financial aspect, especially for study abroad and student and faculty payment.*

Perhaps it is a narrower issue – Todd has a two-semester course (2 & 1) He doesn't want to give them a grade until they are completely finished. Research is the first semester and Todd doesn't want to grade them until they are finished.

Passed – will be sent to the next faculty meeting for a first read and then it will go to the senate.

- 3.8.6 – Grade reports
Changing outmoded language and discussion about deadline for final grades. Also discussing when the grade deadline should be.

Passed – will be sent to the next faculty meeting for a first read and then it will go to the senate.
- 3.8.3 – Absent from the final examination
The issue is in regard to make-up exams. Make-up exams can only be granted through a petition to the SOS Committee. Make-up exams are scheduled by the Registrar's office or at the convenience of the instructor. After discussion, it was decided that no change to this section is needed.

Meeting adjourned at 4:23pm

Next meeting: Monday, April 9 with Middle States
Wednesday, April 18, 3:10 in UC 409

- Grievance Policy
 - College policies for grad students
 - No formalized policy in CBE
 - COE – https://ed.lehigh.edu/sites/ed.lehigh.edu/files/COE_GrievancesProcedures-APPROVED121009C.pdf
 - CAS - <https://cas.cas2.lehigh.edu/content/grievance-procedures-and-appeals>
 - RCEAS - ?
 - University Catalog - <http://catalog.lehigh.edu/undergraduatestudies/guidetoacademicrulesandregulations/academicgrievances/>
 - R&P section 3.8.7
- Other sections of section 3 to be addressed:
 - 3.1.4 – Transfer credit
 - 3.1.4.1 – Credit for Lehigh Abroad Sponsored Programs (not substantive)
 - 3.1.4.2 – Undergraduate Leave of Absence
 - 3.1.5 – Full Time undergraduate student
 - 3.2.4 – Roster of Studies
 - 3.3.2 – Designated course system with pass-fail grading
 - 3.4 - Auditors
 - 3.6 Provisional Courses
 - 3.7.2 – Hour exams
 - 3.11.1 – Graduation honors
 - 3.12 – Petitions
 - 3.12.2 – Substitution and Anticipatory Exams (Not sure this is the process followed)
 - 3.12.3 Petition to Waive Requirement
 - 3.14.5.1 Apprentice Teaching
 - 3.20.1 Requirements for graduation (not substantive)
 - 3.20.1.1 – Second baccalaureate degree
 - 3.20.3 – Transcripts of Record