

MINUTES
EDUCATIONAL AFFAIRS COMMITTEE
January 19, 2001

Members Present: David Williams, William Barstow, Rick Tarleton, Sylvia Pannell, Annette Poulsen, Donald Evans, John Dagley, Timothy Denny, Dan DerVartanian, Monica Alzate, Ann Crowther

Guests: Gary Moore - Registrar, William Marshall - Associate Registrar, Richard Rose - Assistant Vice President for Student Affairs, B. Basinger - Red & Black

David Williams, Chair, called the meeting to order at 2:00 p.m. and welcomed Ms. Monica Alzate, new graduate student member, to the committee.

The minutes of the August 18, 2000 Educational Affairs Committee meeting were approved.

Mr. Gary Moore presented two drafts of the 2002-2003 Academic Calendar with different options for Fall Break, one coinciding with the GA/FL football game and one moving the break closer to the midpoint of the semester. After much discussion, it was proposed that the two days built in for a break be added to Thanksgiving break. A vote was called and passed by a vote of 8-2. The 2002-2003 Academic Calendar forwarded to the University Council will show the week of November 25-29 as a student holiday.*

Dr. Rick Rose presented a proposal designed to allow for automated course withdrawals through OASIS. The proposal passed unanimously.

Next, Mr. Gary Moore forwarded a recommendation by the Registration Advisory Committee to limit the maximum number of hours for which undergraduate student may register from 18 to 17. The current limit of 18 hours has allowed for course shopping - taking up course seats that are then dropped. The seventeen-hour limit will still allow students to register for multiple 3 and 4 hour courses. The proposal passed by unanimous vote.

Dr. Ann Crowther presented a Policy Statement on Intended Majors, developed by the Intended Majors Task Force. Under the policy, students will declare "intended" majors when they enter the University. The policy will allow the University to provide departments with accurate data of students interested in majors which can be used in, "enrollment management and planning course offerings and teaching assignments." Students will complete an application for entrance to the desired major when appropriate. The policy statement was unanimously approved by the committee.

The University's policy on assignments, tests, and quizzes during the final two calendar days of a semester was discussed. The wording of the policy is confusing and was presented for clarification. The committee voted unanimously to propose that the following clarification be forwarded to the University Council for approval:

Policy on Mandatory Assignments, Tests, and Quizzes During Reading Days and the Final Two Class Days of a Semester

Final Two Class Days - No tests or quizzes are to be administered on the final instructional day of a course, unless the course has not been assigned a final examination time slot by the University. For purposes of this policy, student presentations to the class in a seminar or graduate course shall not be considered a test or a quiz.

Dr. Dan DerVartanian explained the difficulties with the University's procedures for a grade of "I" or Incomplete. Dr. DerVartanian requested that an additional semester be added before the grade of "I" administratively becomes an "F." This proposal was unanimously approved to be effective Spring Semester 2000.

As an information item, the Committee was provided with editorial revisions to *A Culture of Honesty*. The revisions reflect changes to the policy approved by the University Council in September 2000. These changes met with no objections and will be made to the written policy by the Office of the Vice President for Instruction.

The meeting was adjourned at 3:45p.m. The Educational Affairs Committee will meet again on March 23, 2001 at 2:00 in Room 105 Old College.

*At the February 8, 2001 meeting of the Executive Committee of University Council, the members asked that the Educational Affairs Committee consider submitting a second draft of the 2002-2003 Academic Calendar with a two-day fall break scheduled for Monday, October 14 and Tuesday, October 15. Professor Williams presented this motion to the members by email. The motion passed and the second draft of the Academic Calendar will be added to the February University Council agenda for consideration and a vote.