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# The University of Georgia

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Office of the Senior Vice President for Academic Affairs and Provost

October 8, 2003

Dr. William Vencill  
Chair, UC Curriculum Committee  
Department of Soil and Crop Sciences  
4105 Miller Plant Sciences Building  
CAMPUS

Dear Bill:

I am writing to request that the University Council Curriculum Committee review and, if deemed necessary, propose a revision in the residency requirement of UGA's Schools and Colleges.

As you are aware, the residency requirement regarding graduation states that 45 hours of the student's last 60 hours be in residence, and that residency requirement is applied across the University. Recently the Warnell School of Forestry requested a change in the residency requirement for their graduates and that request addressed the number of transfer hours that can be applied to major course completion.

Please contact me if you have questions concerning this request.

Sincerely,

Arnett C. Mace, Jr.  
Senior Vice President for Academic Affairs and Provost

ACM/sbi

210 Old College  
Athens, Georgia 30602 -1698

(706) 542-0432  
FAX (706) 542-0544

August 22, 2003

Prof. Scott Weinberg, Chair  
Executive Committee  
University Council  
601 Caldwell Hall  
Campus

Dear Prof. Weinberg:

On August 20, 2003, the Educational Affairs Committee approved and voted to forward the attached change in the **Resident Requirement** policy related to Forest Resources majors, to the University Council members for information. If you have questions concerning this item, please feel free to call 542-2546 or contact me by email at [adams@math.uga.edu](mailto:adams@math.uga.edu).

Sincerely,

Malcolm R. Adams, Chair  
Educational Affairs Committee

MRM/dcb  
attachment

c. Mr. Gary Moore  
Dr. Bruce Bongarten

## **Resident Requirement**

Candidates for first baccalaureate degrees who matriculate at UGA fall 2003 and thereafter must earn at least 45 of the last 60 semester credit hours in residence. In addition, no more than 6 of the semester credit hours (15 for Forest Resources majors) required for a student's major may be non-residence credit.

Students whose first matriculation at UGA is prior to fall 2003 and who are candidates for first baccalaureate degrees after fall 1995 must earn 40 of the last 60 semester credit hours in residence. In addition, such students must earn 12 of the semester credit hours required for the major in residence.

Courses which are remedial in nature and are numbered less than 1000 shall not be counted in satisfaction of this requirement.



# The University of Georgia

Ann R. Crowther  
Associate Vice President  
[acrowthe@arches.uga.edu](mailto:acrowthe@arches.uga.edu)

Office of the Vice President for Instruction

210 Old College  
Phone: (706) 542-4336  
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June 17, 2003

Dr. Denise Mewborn  
Associate Professor  
Department of Mathematics Education  
College of Education  
Aderhold Hall  
CAMPUS

Dear Denise:

I am writing to you in your capacity as the (outgoing) Chair of the Educational Affairs Committee.

Attached please find an email letter to me from Bruce Bongarten, Associate Dean of the Warnell School of Forest Resources. Bruce writes in regard to the new policy regarding the maximum number of non-resident credit hours (6) allowed in a major. I have talked with Bruce about this and have also spoken to Hugh Ruppensburg, the chair of the Credit Hours Task Force which made the six-hour policy recommendation. Allow me to offer my perspective and my support for Dr. Bongarten's request.

As you will see in the on-line Bulletin, the Warnell School has defined its majors as "everything after the Core," more or less. What this means is that their students complete more than 60 hours of upper-division courses and have very few general electives. Given the very demanding curriculum and the substantial number of upper-division hours required, I support Dr. Bongarten's request that the Warnell School be granted a variance from the UGA policy allowing no more than 6 hours of non-resident credit to count toward the major. (Fifteen hours in a sixty hour major is the same percent as six hours in a twenty-four hour major.)

I spoke to Hugh Ruppensburg about this after Bruce and I talked. I asked Hugh if, in his former role as the Chair of the Credit Hour Task Force, he believed that the members of the Task Force were thinking of majors more in line with those in the Franklin College (24-36 hours of required upper-division courses) than ones in the Warnell School. Hugh indicated that he believes, as do I, that the Task Force was creating the policy with the more typical number of hours (24-36) in mind. I know that you were on that committee and you will have your own recollection about this topic. In any event, Hugh indicated that he would support a variance for the Warnell School, with his only concern being whether other schools/colleges (with fewer major hours) might also ask for variances. (If that should happen, I would propose that we ask EAC to review the policy and consider re-writing it in terms of a minimum percentage of hours in the major which may be taken someone other than UGA.)

Although the policy was vetted through the University Council and could have been questioned at that time, I support the attached request by the Warnell School. I ask that you (or someone you designate) take this request to the Educational Affairs Committee at its next meeting for discussion and a vote to approve or disapprove the request. I am likely to be in attendance at the meeting in my role as the Provost's representative and I imagine that Bruce would be happy to attend as well if you think that his presence would be helpful. I am copying both Bruce and Hugh on this and asking that they feel free to contact you or me if they wish to correct or add to anything I have written.

Thanks very much for your good leadership of the Educational Affairs Committee over the last two years.

Sincerely,



Ann R. Crowther  
Associate Vice President

c: Bruce Bongarten  
Hugh Ruppensburg

**Subject:** New Resident Hour Requirements

**From:** "Bruce BONGARTEN" <BONGARTE@smokey.forestry.uga.edu>

**Date:** Mon, 16 Jun 2003 15:28:53 -0400

**To:** <acrowthe@UGA.EDU>

**CC:** "Alina Ruiz" <amr4015@owl.forestry.uga.edu>, "Kevin Middlebrooks" <kam6531@owl.forestry.uga.edu>, "Melissa Watkins" <mdw8340@owl.forestry.uga.edu>, "Douglas Peterson" <dpeterson@smokey.forestry.uga.edu>, "Dale GREENE" <GREENE@smokey.forestry.uga.edu>, "John Carroll" <JCARROLL@smokey.forestry.uga.edu>, "James Sweeney" <jsweeney@smokey.forestry.uga.edu>, "Matthew Head" <mhead@smokey.forestry.uga.edu>, "Pete Bettinger" <pbettinger@smokey.forestry.uga.edu>, "Rhett Jackson" <RJACKSON@smokey.forestry.uga.edu>, "Barry SHIVER" <SHIVER@smokey.forestry.uga.edu>, "Bob WARREN" <WARREN@smokey.forestry.uga.edu>

Ann...

I am writing to request a variance in the University's new resident hour requirement which allows students to use no more than six semester hours of course work from another college or university toward major requirements.

As I understand it, the six-hour rule was predicated on the assumption that majors typically have about 24 hours of required course work, as most A&S majors do. However, in Forest Resources, our majors have between 53-59 hours of required courses. If you include major electives (as opposed to free electives), the number is 62-65 credit hours.

While we would rarely encounter such a case, allowing 15 credit hours of transferable credit to apply to major requirements would be in keeping with the principle that the great bulk of the major work should be completed at UGA, and would give us, in Forest Resources, the flexibility to work with qualified transfer students from forest resources programs in other universities. This is the limit I am requesting for Forest Resources majors.

Please let me know if you would like additional information, and/or if you would like me to present this case to others.

Sincerely,

Bruce C. Bongarten  
Professor and Associate Dean  
Warnell School of Forest Resources  
The University of Georgia  
Athens, GA 30602-2152

phone: 706-542-7247  
fax: 706-542-3293

**The University of Georgia  
Office of Senior Vice President for Academic Affairs and Provost**

**University Council**

**Minutes of the February 6, 2003 Meeting**

The University Council met on February 6, 2003 in the University Chapel. President Adams declared a quorum and called the meeting to order at 3:35 p.m. The minutes of the December 5, 2002 University Council meeting were approved as distributed.

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President Adams' report included the following:

1. Dr. Adams stated that the Provost search committee had delivered the names of five finalists for Senior Vice President of Academic Affairs and Provost. Each of the five candidates will be brought to campus for interviews. The names in alphabetic order are: Arnett Mace, current interim Senior Vice President for Academic Affairs and Provost; Linda Maxson, Dean of the College of Liberal Arts and Sciences at the University of Iowa; Risa Palm, Dean of the College of Arts and Sciences at the University of North Carolina at Chapel Hill; Ellen Wartella, Dean of the College of Communication at the University of Texas at Austin; and Paul Zingg, Provost and Vice President for Academic Affairs at California Polytechnic State University. These candidates will be brought to campus over the next four weeks and the full schedule for each will be available on the UGA website. Dr. Ellen Wartella will be here on Tuesday, February 11.
2. Dr. Adams explained that there are still budget issues facing the University. The University is operating at 9.52 percent less state funding than a year ago, a budget reduction of 40.3 million dollars. President Adams feels that if we continue to manage hiring effectively and if we can assume a steady state with no more cuts, we can get through the rest of the year without layoffs.

3. Dr. Adams reported that for the first six months of the fiscal year 2002, the University hired 976 people with 515 terminations with a net gain of 461 employees. In the same six month period this year, the University has hired 373 people with 498 terminations with a net loss of 125, a 61 percent reduction in hiring. The President stated that the University would have to retain this pattern until June 30. Dr. Adams said that of the 373 positions filled, 159 were filled from non-state sources.
4. Dr. Adams stated that he wanted to squelch a rumor that the University could self-fund a pay raise for next year. He stated that there have been nine consecutive years of raises above inflation and most years were above the national average, but neither the legislature nor the institution would be able to find the money for raises this year.
5. President Adams said the University needs to continue to enhance external funding. The University's state funding has dropped from 43 percent to 37 percent making external funding even more critical. Dr. Adams stated that he was pleased that Vice President for Research Patel announced that awards for external contracts and grants are ahead of last year by 17.2 percent, an increase of 19 million dollars.

The floor was opened for standing committee reports as follows:

- Executive Committee (attachment a)
- Faculty Benefits Committee - (attachment b)
- Educational Affairs Committee - (attachment c)
- Curriculum Committee (attachment d)
- Committee on Intercollegiate Athletics - no report
- Faculty Affairs - no report
- Committee on Statutes, Bylaws and Committees - no report
- Faculty Admissions - no report
- Committee on Facilities no report
- Strategic Planning Committee - no report
- University Libraries Committee - no report
- Committee on Student Affairs - no report
- Faculty Grievance - no report
- Post Tenure Review - no report

The following proposals were presented by Denise Mewborn on behalf of the Educational Affairs Committee:



- a. Pass/Fail Policy. The vote was called and the motion passed.
- b. Revision to policy for Resident Credit. The vote was called and the motion passed.
- c. Awarding of a Posthumous Degree. A motion was made to amend the 90 hour requirement to 60 hours. The vote on the amendment was called, and the amendment was defeated. After some discussion, the vote was then called on the original proposal and the motion passed.

The President requested that the record reflect that per Regents' policy the faculty of the schools and colleges recommend candidates for degrees to the President but the University confers the degrees.

- a. The following proposals were presented by Professor William Vencill on behalf of the Curriculum Committee: Proposal for an Institute of the Faculty of Engineering. The vote was called and the motion passed.
- b. The following Proposals were voted on as one:
  1. Proposal for a Bachelor of Science in Biochemical Engineering (B.S.Bch.E.)
  2. Proposal for a Bachelor of Science in Computer Systems Engineering (B.S.C.S.E.)
  3. Proposal for a Bachelor of Science in Environmental Engineering (B.S.Env.E.)
  4. Proposal for a M.S. in Biochemical Engineering
  5. Proposal for a M.S. in Computer Systems Engineering
  6. Proposal for a M.S. in Environmental Engineering

The vote was called and the motion passed.

- c. Proposal for a Major in Environmental Chemistry (B.S.E.S.). The vote was called and the motion passed.
- d. Proposal for an External Degree Program: Terry College Executive MBA Program. Following discussion concerning the admission of students who did not hold a bachelors' degree, Dr. Vencill explained the vote was only to approve an external location in Atlanta as the degree program itself had been approved in the past. The vote was called and the motion passed.

e. Request for Termination of the following programs:

Agricultural Education (M.Ed.)  
Business Education (M.Ed.)  
Family and Consumer Sciences (M.Ed.)  
Marketing Education (M.Ed.)  
Technological Studies (M.Ed.)

The vote was called and the motion was passed.

f. Proposal for a Major in Occupational Studies (M.A.T.) The vote was called and the motion was passed.

g. Request for Termination of the Minor in Criminal Justice. The vote was called and the motion was passed.

As new business, Mark Rieger, Chair of the Executive Committee, asked for suggestions about reducing the amount of paper needed to produce the agenda. He suggested that the Council consider receiving abstracts and letters of support with perhaps a web site connection for detailed information. By a show of hands, the council reacted favorably to this proposal.

The date for the March University Council meeting has been changed to Tuesday, March 11, 2003 in the Chapel.

There being no further business the meeting was adjourned at 4:35 p.m.

Respectfully submitted,

Gary D. Moore  
Secretary, University Council

## RATIONALE FOR INCREASE IN RESIDENT CREDIT HOURS:

The recommended increase in resident credit hours puts UGA's requirement in line with that of peer institutions. We believe that courses at UGA are of high quality, and thus we want to encourage students to complete more of their coursework at UGA. The recommended increase is small and should not be an undue burden on students.

Suggested proposal (to replace the section on page 36 of the current *Bulletin* labeled "Resident Requirement.")

Candidates for first baccalaureate degrees who *matriculate* at UGA Fall <sup>03</sup>(2002) and thereafter must earn *at least 45* of the last 60 semester credit hours in residence. In addition, *no more than 6 of the semester credit hours required for a student's major may be non-resident credit.*

Students whose first matriculation at UGA is prior to Fall, <sup>03</sup>(2002) and who are candidates for first baccalaureate degrees after Fall, 1995 must earn 40 of the last 60 semester credit hours in residence. In addition, such students must earn 12 of the semester credit hours required for the major in residence.

Courses which are remedial in nature and are numbered less than 1000 shall not be counted in satisfaction of this requirement.

Study Abroad: Students may receive resident credit for University-sponsored studies abroad programs for which course registration and fee payment are effected through the University.

Other University-approved academic programs: Students participating in a University-approved academic program, including the National Student Exchange (NSE), UGA international exchange programs, and approved study abroad programs, are exempt from the part of the residence requirement which requires that 45 (or 40) of the last 60 semester credit hours must be completed in residence. In such cases, students need to complete 45 (or 40) semester hours at the University of Georgia in order to satisfy the residence requirement.

Credit earned through programs sponsored by other institutions, organizations, or approved student exchange programs will be recorded as transfer credit.

Students who present acceptable college credit earned before September, 1960, or who are enrolled for a second baccalaureate degree, may satisfy the resident requirement by completing in residence 30 semester hours in courses numbered 2000 and above with a cumulative average grade of 2.0 or better. Students enrolled in the combined B.S.-M.D. program with the Medical College of Georgia may satisfy the resident requirement at the University by completing 30 semester hours in residence in courses approved by the Dean of the Franklin College of Arts and Sciences.

**MINUTES**  
**EDUCATIONAL AFFAIRS COMMITTEE**  
**December 9, 2002**

Members Present: Denise Mewborn, William Barstow, Marsha Black, Ann Crowther, Dan DerVartanian, James Hargrove, Peggy Kreshel, Miguel Cabrera, Robert Cooper, Vicky Davion, Elizabeth Kraft

GUEST: Gary Moore

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Denise Mewborn, Chair, called the meeting to order at 2:00 p.m. The October 22, 2002 minutes of the Educational Affairs Committee (EAC) were approved.

Dr. Mewborn reviewed the Committee's October 22 discussion of the proposals presented by the Credit Hour Production (CHP) Committee. At that meeting, the members did not support the CHP Committee's suggested Incomplete Grade Policy change. The proposal to change the wording of the statement appearing in the *Bulletin* concerning Academic Workload was supported but with the suggested change in wording:

*"In order to make timely progress toward their degree and to graduate at the end of four years, the normal work load for undergraduate students is 30 hours per year."*

The following action was taken on the remaining proposals from the CHP Committee:

Pass/fail policy: Passed with the following change:

Students enrolled in pass/fail courses shall receive a "U" if withdrawn from the course after the midpoint of the academic term, ***except in those cases in which the student is doing satisfactory work and the withdrawal is recommended by the Office of Student Affairs because of emergency or health reasons. [bold italics added]***

Enrollment of Undergraduate and Law Students in Graduate Courses: Passed after much discussion regarding the limitation on 8000-level courses. Some departments do not offer any 6000 or 7000 level courses that are not split-level. Some committee members would like to see the 8000-level stipulation removed; however the policy passed as written. We felt that after a few years of implementation, we would all be in a better position to judge if that stipulation is necessary or if it is generating much unnecessary paperwork.

Combined Bachelor/Masters Degree Programs: endorsed by EAC

Committee members noted that the process for approving such programs is currently quite cumbersome. There seems to be a great deal of variability in these programs between thesis and non-thesis degrees.

Maymester and summer courses: endorsed by EAC with expression of concern that the original intent of Maymester courses was to develop innovative educational experiences that are not available during the academic year. The intent of the semester conversion committee was not to have regular course offerings condensed into 3 weeks. Some departments are concerned that regular courses are being offered in shortened fashion that jeopardizes students' success in subsequent courses because the content is not adequately covered in a 3-week course. In the current budget climate, the tendency will probably be to offer required courses as they will fill quickly. This seems to be at odds with the intent of Maymester.

Resident requirement: passed with changes to the year to reflect a realistic effective date.

Dr. Mewborn presented a proposal for revision to the University's policy for granting a Posthumous Degree written by the subcommittee assigned at the last meeting (Mewborn, Crowther, Rose). If

this policy is accepted by the University Council, awarding of an undergraduate posthumous degree will be determined by the student's school/college. Appeals of a negative decision by the school/college will be heard by the Petitions Subcommittee of the Educational Affairs Committee. The proposed revised policy was approved unanimously by the EAC members.

Finally, Debbie Bell from the Office of the Vice President for Instruction asked that the EAC form a subcommittee to meet with Debbie, Dr. Ann Crowther, and Dr. Peter Shedd to discuss suggestions for changes to the University's academic honesty policy, *A Culture of Honesty*. Dr. Mewborn, Dr. DerVartanian, Dr. Davion, and Dr. Kreshel agreed to serve as the subcommittee.

The meeting was adjourned at approximately 3:10 p.m. The next meeting of the Full Educational Affairs Committee is scheduled for January 30, 2003 at 2:00 in Room 105 Old College.