Academic Standards Committee
Minutes of Nov. 10, 2010

Members in attendance: Arun Chatterjee, Daryl Miller, Stacey Stoffregen, Stan Schraufnagel, Trica Davis (for Brad Caskey), Yunge Dutton (for Dan Vande Yacht), Andriel Dees, Terry Ferriss (Chair), Brian Schultz (for Glen Potts), Mike Harris (for Faye Perkins), Dennis Cooper

Members absent: Dale Gallenberg, student reps

Guests: Anthony Rubis, Assistant Financial Aid Director

Attachments: (1) Late grade effects and departments affected, from Registrar and Financial Aid.
(2) Effect of proposed policy on Fall Semester grade due dates for all possible calendars, from Calendar Committee.

1. Ferriss called the meeting to order at 9 am on Wednesday, Nov. 10, 2010, in the CAFES Dean Conference Room (#210) of AGS.
2. Minutes of the meeting of Oct. 27, 2010, were distributed.
3. Discussion continued about the proposed change in the policy concerning due date for submitting grades for Fall Semester.
   a. Dutton and Rubis enumerated problems that the proposed change would cause in delaying processing of student records (see attachment 1).
   b. Deans reps reported the following:
      1) Mike Harris (CEPS) reported one department in favor of the proposed change, three were indifferent, and one favored the current policy.
      2) Tricia Davis (CAS) reported seven departments favored the proposed policy, three were indifferent but favored the proposed policy in support of the first seven departments, and three departments favored the current policy.
      3) Brian Schultz (CBE) reported that that college favored the current policy.
      4) There was no report from CAFES. Individual members from CAFES obtained limited feedback. Schraufnagel reported that his department (Ag Econ) favored the current policy. Ferriss reported that students she polled favored the current policy.
4. Stoffregen provided a report from Karl Peterson, Chair of the Calendar committee, showing the changes in grade due dates that would result from the proposed policy (attachment 2). Results from all seven possible calendar
configurations were included. The report showed that the proposed policy would delay the due date for grade submission by 0 to 3 **working days:**
   a. No delay – 1 year out of 7.
   b. 1 day delay – 4 years
   c. 2 day delay – 1 year
   d. 3 day delay – 1 year

5. Cooper pointed out that finals week seems to be increasingly cluttered with other activities that take instructors away from actual grading, like search committees, meetings, etc.

6. The proposed motion had been tabled at the last meeting. Ferriss called for a motion to bring the proposed motion off the table (M/S/P by Schultz and Schraufnagel). The vote was unanimous.

7. It was moved to amend the motion to clarify the fact that it only applies to Fall Semester (M/S/P by Schraufnagel and Davis). They accepted a friendly change suggested by Cooper to word the motion as follows:

   “8.2.14 Final Grades
   The class rosters with final grades recorded on them are due in the Registrar’s Office on or before the fifth working day following the last scheduled examination. The instructor is responsible for checking the accuracy of the information on each grade roster. [FS 04/05 #19]

   For Fall Semester, final grades are due in the Registrar’s Office on or before the fifth working day following the last scheduled final examination date OR on the first working day in January, whichever one is the latter date.”

   The vote on the amendment was 6 in favor, none against, and 1 abstention.

8. Ferriss called for a vote on the motion as amended. The vote was 2 in favor, 6 opposed, and 1 abstention, so the motion failed.


10. Meeting was adjourned.

Respectfully submitted,

Dennis Cooper