

## **FY14 Summary Academic Policies and Procedures**

AP & P dealt with three types of issues this year, two of which fall under the committee's standing charges. The third area, advising on proposed policies owned by other areas, forms the basis of a possible new standing charge.

### **Proposed Amendments to USRR**

**USRR 2.2.3.2** – This proposed amendment was the result of a SenEx request to investigate whether amendment was needed and/or advisable regarding the incomplete policy. AP & P proposed two separate amendments to USRR 2.2.3.2. The first dealt with the problem of the incomplete lapsing before the replacement grade was available. This situation occurs when an instructor has a student finish work for an incomplete by taking the course or part of the course again. If the course is offered only once a year, the final exam and grade is sometimes not available until after the deadline for removal of the incomplete. SenEx did not send this amendment to University Senate. SenEx decided that the administrative solution used in fall 2013 would be the best way to solve the problem. The second amendment was brought to AP & P by the registrar's office. The registrar's office sought to make it clear that "I" and "WG" were not appropriate lapse grades. This amendment was withdrawn when the registrar's office was able to change their programming so that "I" and "WG" are not options that can be selected as a lapse grade.

**USRR 3.1.2** – This proposed amendment was initiated by Larry Fillian, Director of Student Academic Services, to deal with late arriving transcripts from other institutions for graduating students. This amendment was recommended by SenEx to University Senate where it was approved.

### **Inactive Program Discontinuances**

Four inactive program discontinuances were submitted to AP & P as per USRR Article VIII, Section 3. All four were approved and forwarded to University Senate. University Senate approved these program discontinuances: Master of Science in Water Resources Engineering, Master of Science in Water Resources Science, Bachelor of General Studies in Human Biology, and Master of Arts in Chemistry.

### **Review of Academic Policies from Policy Office**

This year Amy Smith, Director of the Policy Office, asked that AP & P review four policies that deal with academic issues but that are "owned" by the Registrar's Office. Even though University Senate does not have control over these policies, it is desirable to have AP & P review the policies to give input on them from the perspective of University Senate constituencies. Four policies from the Registrar's Office were reviewed this year: Administrative Drop, Credit Hour Definition, Retroactive Graduation, and Enrollment Appointments. It has been suggested that such review be added to the AP & P Standing Charges.