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Undergraduate Curriculum and Academic Policy Undergraduate Curriculum and Academic Policy  
Committee Minutes Committee

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9-28-2000

### Undergraduate Curriculum and Academic Policy and Minutes, September 28, 2000 and 2000-2001 Committee Member List

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# Undergraduate Curriculum and Academic Policy Committee

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## 2000-01 Committee Members

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### Contact Members:

**Tom Sav, College of Business and Administration (Chair)**  
**Jennie Gallimore, College of Engineering and Computer Science**  
**Janice Gabbert, College of Liberal Arts**  
**Richard Mercer, College of Science and Mathematics**  
**Barbara O'Brien, College of Nursing and Health**  
**Mark Sirkin, College of Liberal Arts**  
**Patricia Renick, College of Education and Human Services**  
**Tim Wood, College of Science and Mathematics**  
**Mindy Young, Lake Campus**  
**School of Medicine**  
**School of Professional Psychology**  
**Eric Schwesser, Student Government (non-voting)**  
**Dan Sullivan, Student Government (non-voting)**  
**Joe Law, WAC Committee Chair (non-voting)**  
**Jeanne Fraker, University College (Ex-officio, non-voting)**  
**Jan Maxwell, University Library (Ex-officio, non-voting)**  
**James Walker, Faculty President (Ex-officio)**

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# Undergraduate Curriculum and Academic Policy Committee

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## Minutes of September 28, 2000 Meeting

**Present:** Jeanne Fraker, Janice Gabbert, Joe Law, Amer Maher, Richard Mercer, Jan Maxwell, Barbara O'Brien, Patricia Renick, Tom Sav, Mark Sirkin, James Walker, Tim Wood.

**Approved Minutes** of May 15, 2000 UCAPC meeting as corrected to include Joe Law as present.

**Appointments:** appointed Joe Law, Coordinator of Writing Across The Curriculum And Associate Professor of English as Chair of Writing Across the Curriculum Committee

### Course Modification and Inventory Requests

Summer 2000 Inventory (one-time offerings) Approvals by UCAPC Chair

CEHS: EDE 307, ED 407

COLA: ENG 095

#### CEHS

Approved Course Modifications: EDE 302, EDE 401, EDS 459

Approved Course Inventories: HPR 303, HPR 360, HPR 360L, HPR 432, EDL 301,  
EDL 302,

EDL 303, EDL 304, EDL 494, EDL 495

#### COBA

Approved Course Modification: ACC 441

Inventory: MGT 101

While the committee supported the overall learning experience thrust of the proposed course, it felt that additional information would be required in its review of a 3 credit hour Community Leadership course proposal with the objective of serving Junior Leadership Dayton program students and providing high school students to get to know the College of Business and serve as a recruiting tool. The committee viewed the enrollment restriction to Junior Leadership Dayton students and other aspects of the proposal as raising a number of concerns, including:

1. whether or not the enrollment restriction "open only to Junior Leadership Dayton students" excluded WSU students as enrolling and, if so,
2. whether or not and to what extent the university should be in the business of offering credit courses restricted only to high school students
3. how students are admitted and by what criteria to the Junior Leadership program, hence the MGT 101 course, and what control the university would have over admission/enrollment
4. whether or not high school students admitted to the course would not be subject to the PSEO (Post Secondary Enrollment Option) as is required of other high school students enrolling in WSU courses for post secondary credit
5. whether the course content is the equivalent of a college level course

The committee feels that their concerns can be easily resolved and invites a representative of these programs to contact the UCAPC, respond to the above, and arrange to attend a future meeting.

#### COLA

Approved Course Inventories: ENG 095, ENG 345, ENG 346, PLS 487  
Approved Modification: PLS 486

#### COSM

Approved Course Inventories: BIO 346, BIO 402, EH 453, EH 454  
Approved Course Modifications: BIO 415, EH 360, EH 368

Approved subject to receiving changes: BIO 221 requires the submission of two separate course inventory requests to first delete BIO 221 and second to propose a new course BIO 321  
Approved subject to receiving changes: BIO 353 is approved subject to receiving the above two inventory requests and needs to be resubmitted with such

#### **Program Changes**

CEHS: Approved Request to Change Rehabilitation Services Major

Change from 35 to 31 elective hours  
Add 4 hours to major requirement  
Total degree hours remain unchanged at 192 hours

#### **Future Agenda Items**

In its e-mail to the university community, the committee received requests regarding concerns/issues related to two areas: (1) problems arising from the University's Administration regarding the faculty attempt to implement the Registration/Drop policy approved by the Faculty Senate last academic year and (2) concern that ROTC courses do not count towards degree requirements.

James Walker, Faculty President informed the committee that the issue regarding the implementation of the Registration/Drop policy will be before the Faculty Senate meeting of October 2, 2000 and referred

to the UCAPC for review. A memo from Dave Sauter, Registra, that will be reviewed by the UCAPC in the future, indicated the following:

**Colleges/Units With Designated Courses "Instructor Permission Required After Term Begins" in Winter 2001:**

College of Education and Human Services: 1 course, 6 sections  
College of Business: 23 courses, 40 sections  
College of Nursing and Health: 7 courses, 49 sections  
College of Science and Mathematics: 22 courses, 110 sections  
University College: 10 courses, 33 sections

**Colleges With NO Designated Courses:**

College of Engineering and Computer Science  
College of Liberal Arts  
School of Professional Psychology  
University Honors

Specifically, the issue relates to the policy:

**Registration and Add Policy/Attendance and Drop Policy  
Approved by Faculty Senate January 10, 2000**

**Registration and Add Policy**

There are three designations of courses, each with specific registration requirements. For most courses, students may register or add through the Registrar's Office anytime through the seventh calendar day of the term. For courses designated "Instructor Permission Required," students may register or add only with the instructor's permission. For courses designated "Instructor Permission Required after Term Begins," students may register or add until the first day of the term, after which they need to obtain the instructor's permission. Departments must notify the registrar which courses require instructor permission when the courses are scheduled.

Students registering after the term begins are responsible for all missed assignments and cannot expect that due dates will be altered.

**Attendance and Drop Policy**

Instructors establish attendance policies and penalties for absences for individual courses; penalties may include lowering of the grade or even failure if the absences exceed those permitted by the instructor. Such policies and penalties should be included in the course syllabus and available to the students at the first class meeting.

For courses designated "Instructor Permission Required after Term Begins," students may be dropped from the course for being absent from the first two class meetings (for courses meeting more than once a week) or from the first class (for courses meeting only once a week). When this policy is utilized any student missing the designated class(es) may be dropped from the specific class section. The instructor must notify the Registrar's Office promptly for the students to be removed from the roll

The committee discussed the ROTC's concern that ROTC courses do not count towards degree requirements. It was concluded that as with any university college, unit, or program, the committee would review, act upon, and make recommendations regarding submissions of undergraduate curriculum and academic policy proposals.

**The committee scheduled its future meetings for Thursday's at 3:00 p.m. (to be announced).**

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