

Minutes
Undergraduate Academic Affairs
Wednesday, April 3, 2013

In Attendance: D. Barbeau, M. Barber, E. Blessing, C. Boyd, R. Colignon, L. Dorsey, S. Fanale, J. Goff, P. Gregory, J. Haugen, R. Hindi, D. Lohe, K. Porterfield, A. Rule, S. Sanchez, V. Shama, B. Sokol, S. Tyuse, M. Ulione, J. Welch, E. Whitt

Dr. Whitt called the meeting to order. The March 6, 2013 meeting minutes were approved with correction notated.

Updates:

- a. Volunteers are still needed to help draft forms for program closings, and significant changes in existing programs. Please send the names of volunteers to Elizabeth Whitt.
- b. Dr. Sanchez will resend the revisions to UAAC form for program proposal.

Undergraduate Academic Policies Proposed Revisions:

- a. Jay Haugen distributed an overview of the proposed revisions to the Undergraduate Academic Policies.
 - ✓ Academic Transcript:
 - Added language concerning transcripts displaying all grades taken at SLU
 - If a faculty member makes an error in grading, he/she may correct the grade without the student going through the appeals process
 - ✓ Classification:
 - Added classification of graded courses
 - Removed exceptions due to year in program (this is not a classification)
 - Students classification is based on how many credit hours a student has completed
 - Transfer credit hours *are* included in the definition of completed hours
 - Recommendation made to change Freshmen credit hours to: 0-29 credit hours due to Pep Band and U101
 - ✓ Course Audit:
 - Added students must complete Petition for Course Audit if they wish to take a course for non-credit
 - ✓ Credit By Exam:
 - Removed the following: “challenge exam”, College/School exceptions, “departmental fee”
 - “Testing-out” of a course does not mean credit will be given for the course. If a student “tests-out” of a class, he must still fulfill the credit hours
 - ✓ Dean’s List:
 - Minimum cumulative GPA is: 3.70000

- Dean's List is defined as directory information under FERPA
- ✓ Degree Awarded:
 - Students who have double majors will have the degree (B.S. or B.A.) that is associated with that major
 - An alumni may re-apply for admission to earn another undergraduate degree, but will be required to fulfill coursework for that degree that is listed in the course catalogue that is in effect at the time they apply for the second undergraduate degree
- ✓ Grade Appeals:
 - Will be discussed at a later time
- ✓ Grade Point Average:
 - Grades earned in 1818 courses do get factored into GPA
 - Individual schools will determine "transfer" course GPA
 - Course below the 100 level are not counted in GPA or toward graduation requirements
- ✓ Grading Scale:
 - Replaced pass/no pass with satisfactory/ unsatisfactory and not calculated in the student's GPA
 - This grade designation applies to all students enrolled in the class
 - No quality points are given for a class taken as an audit, for incomplete coursework, or for a withdrawal from a class
 - Dr. Hindi suggested there be consistency in grade span across all schools and colleges
- ✓ Graduation Requirements:
 - If all required coursework is completed and all documentation is received within 30 calendar days of the University conferral date, a degree will be awarded
 - At least 50% of a major must be completed through SLU
 - At least 80% of a minor, a concentration, or a certificate must be completed through SLU
- ✓ Graduation Honors:
 - Graduation honors requirement is 60 hours
- ✓ Incomplete Course:
 - A student must complete the Petition for Course Grade Extension form
 - The student must complete the course work by the approved deadline
 - The course work must be completed within one year after the course's final grade was due
 - A graduating student must complete the course and a grade must be submitted within 30 calendar days of the conferral date
- ✓ Overload Hours:
 - Any student wishing to enroll in 19 or more credit house must complete the Petition for Overload and must have a minimum cumulative GPA of 3.00

- Any additional credit hours above 18 hours will be charged at the per-credit hour rate
- ✓ Post-Baccalaureate Course Work:
 - Undergraduate students may enroll in post-baccalaureate courses if all of the following are met:
 - Must complete the Petition for Post-Baccalaureate Course Work
 - Must have senior status
 - All prerequisites are completed prior to the start of class
 - The student must have an overall GPA of 3.0
 - Student may not take more than 6 credits at the 500 or 600 level
 - In the Fall/Spring semester a student's course load may not exceed 15 credit or 5 courses (whichever is greater)
 - In the Summer no more than 6 credits or 2 courses will be allowed
- ✓ Registration Sequence:
 - Students may register for classes based on their student classification
 - Exceptions to this policy are: student athletes, Honor Program students, SSS grant students, students with early registration accommodations
- ✓ Repeating Courses:
 - Students may repeat course/s where they earned a grade of C-, D, or F
 - All courses will be listed on the transcript with the notation of grade being included or excluded from the student's GPA
 - If this proposal is approved, it will take effect in the academic year of 2013-2014
- ✓ Undergraduate Policies Removed:
 - Students will no longer be able to receive two undergraduate baccalaureate degrees
 - Students will be awarded double majors not double degrees

These changes will be discussed at the faculty sub-committee meeting in April.

Policy on Academic Definitions:

Dr. Sanchez distributed the Policy on Academic Definitions that was endorsed by UAAC in December 2011. Minor changes were highlighted. The following types of academic programs are recognized on the official Saint Louis University Transcript:

- a. Degrees (a formal academic award)
- b. Joint Degree (a single academic award jointly conferred by SLU and another accredited institution of higher education)
- c. Dual Degree Program (student completes all the requirements of two full degree programs—some courses in one program may be used to fulfill the requirements for both degrees)
- d. Certificate (a program that is composed of minimum of 12 semester credit hours)
 - The Service Leadership program in the John Cook School of Business is the exception

Dr. Sanchez stated that prior to having a clearly defined definition of the academic qualities and requirements of a major, two majors were approved as "Secondary Majors". These programs are

allowed to continue. However, if the administrative department feels the need to change the title to *major*, they may do so via UAAC reclassification.

This topic will be on the UAAC Faculty Sub-Committee agenda for April 10.

The meeting adjourned at 10am.