Approved Minutes
ACADEMIC STANDARDS AND POLICIES
October 2001

Meeting called to order at 3:05 P.M.

Present: Lane Netherland, Isolete DeAlmeida, Suzanne Crawford, Lloyd Dawe, Keith Vitense, and Linda Dzialo.

Reviewed items suggested by faculty members as follows:

Old Business:

1. No minutes from previous meetings

New Business:

2. Lloyd Dawe addressed the problem with incompletes, when should they be completed?
3. Keith Vitense addressed the problem with classes when there is a lab component.
4. Lloyd Dawe mentioned the CDR component of courses in Germany. He explained what that is and how it is used with the students in Germany. "I's" are given to those students until they complete the CDR.
5. Lloyd Dawe addressed the problem that by the time the students finish CDR's the students should have been on probation.
6. Lane Netherland read the policy about incompletes (I's). The issue of when an "I" should be assigned and the time given to complete and remove the "I" was addressed.
7. Suzanne Crawford indicated that students would have to have a passing grade in order to have an "I".
8. Lloyd Dawe indicated that the policy for overseas students is the same as the undergraduate policies.
9. The issue of retention came up at the end of the meeting.
10. Lloyd Dawe mentioned grade inflation.

Recommendations:

1. Lloyd Dawe suggested that someone should look at this problem and come up with some solutions. Part of the problem is with faculty not enforcing their own due dates. Part of the problem is the fact that students in Europe do not operate on a semester basis. More information is needed to make recommendations.
2. Lloyd Dawe suggested to have people come in and give presentation to our group.
3. A suggestion was made to have students sign a contract indicating that they understand when the work is due.
4. A suggestion was made by Suzanne Crawford to give a "U" to those students who do not meet their deadline for the CDR. Students could go back and repeat.

The motion was seconded by Suzanne Crawford to adjourn the meeting.

Meeting adjourned at 4:10 P.M.