Meeting Minutes

Present: Members: Janice Bogstad, Mike Carney, Selika Ducksworth-Lawton, Ned Gannon, Jerry Hoepner, Bob Hooper, Marie-Claire Koissi-Kouassi, Cheryl Lapp, Sean McAleer, Bob Nowlan, Jean Pratt, Mathew Riedel

Guests: Erica Benson, Margaret Cassidy, Jennifer Fager, Audrey Fessler, Deb Jansen, Tami Langfeldt Adams, Josh Lind, Bill Miller, Jill Prushiek, Benita Wagner

Presiding: Chair Jean Pratt called the meeting to order at 2:00 p.m.

1. Approval of the 04/12/2016 meeting minutes
   - Motion to approve minutes of April 12, 2016, seconded, approved as distributed.

2. Service-Learning catalog text and outcome
   - Wagner and Miller were in attendance to provide information and answer questions.
   - The Service-Learning Advisory Committee, the Assessment Committee, and the University Liberal Education Committee developed an outcome for Service-Learning. Because it is now part of liberal education, it needs to be approved and added to the 16-17 Catalog. Due to the Catalog now being online, information will be moved from the Catalog to Service-Learning’s Web site.
   - Question regarding the removal of ethical
     - Felt ethical is hard to measure, felt responsibility will still capture it
   - Motion was made to recommend that pages 21, 45, 46, and 47 of the 2016-2017 Undergraduate Catalog be updated as indicated in the Appendix. Motion was seconded. Motion passed by a vote of 9 in favor and 0 against.

3. Enrollment of undergraduates for graduate credit
   - Benson and Fessler were in attendance to provide information and answer questions.
   - Requesting a change to the Catalog language that allows undergraduates to take up to 12 credits of graduate coursework that would count toward both degrees. The current policy of a 9-credit limit would be waived for students enrolled in the dual program. Benefits: revenue generator for programs, has potential to attract and retain students, innovative program creation, allows for a cost savings for students, has the potential to aid in the enrollment of students of color into the program. Potential drawbacks: dual enrollment students obtain fewer credits overall and pay for fewer credits at graduate level, some concern with students being enrolled in graduate coursework as undergraduates, only the enrolled undergraduate credits will count toward the financial aid status (there will be one year of overlap, student wouldn’t be considered a full-time student in year 4)—it’s a serious advising issue that will be dealt with early on
   - Question – Are electives being replaced with grad work? Worried this will decrease their breadth of learning if not taking electives?
     - In some cases electives are being replaced, also replacing a senior-level course, not concerned with the breadth of learning received—will receive quite a range from other coursework
   - Would like to start intensive advising a year prior to enrolling in the dual degree program, it will be a small group of students
   - 9 graduate credits is considered full-time
   - Question – Less graduate courses are taken overall, will this jeopardize the grad program?
     - There aren’t fewer courses, students will take the same number of graduate credits, they’ll receive confirming credit at the undergraduate level
   - Beyond financial aid, UW System tracks these students differently, have a hard time tracking parallel careers, sees them as different people; have run into issues in the past with students who already have 120 credits, this would happen simultaneously before students reach this level unless System has rectified issue
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- Will have students in other undergraduate programs asking if they can take 700-level courses, will feel like it’s their right if they meet these standards, want to make sure that if it helps one department it doesn’t hinder others
  - Added the word approved before both instances of ...accelerated graduate plan... in the policy change paragraph
- Motion was made to approve the updated Catalog section as indicated in the following paragraph with the edits. Motion was seconded. Motion passed by a vote of 9 in favor and 0 against.

**Enrollment of Undergraduates for Graduate Credit.** Upon the recommendation of the student’s adviser, course instructor, and chair of the department offering the course, a University of Wisconsin-Eau Claire undergraduate student may be allowed to enroll in a limited number of graduate courses, provided he or she has a 3.00 undergraduate GPA and has the approval of the College Dean. Qualified students may take up to, but not exceed, a total of nine credits of graduate-level course work, unless enrolled in an approved accelerated graduate plan with a dual bachelor’s and master’s degree component. The graduate credits cannot be used to satisfy requirements for the bachelor’s degree, unless enrolled in an approved accelerated graduate plan with a dual bachelor’s and master’s degree component. Application forms for enrollment in graduate courses as an undergraduate may be obtained from the Registrar’s Office.

- Academic Affairs asks that the details ensure that the financial aid issue doesn’t disadvantage students. Also, while HLC does allow credits earned at the undergraduate level to be applied to a graduate degree and vice versa, need to make sure we are in 100% compliance and not double-counting.

4. **Computer Science program review memo and review form**
   - Motion was made to approve the Computer Science program review form. Motion was seconded. Motion passed by a vote of 8 in favor and 0 against.
     - When recommending changes to the program review process, it was suggested it be communicated to the dean that it is preferred check boxes aren’t left blank
   - Computer Science program review memo, page 2, line 3, change to 45:1 majors:FTE faculty ratio
   - Motion was made to approve the Computer Science review memo with the aforementioned edit. Motion was seconded. Motion passed by a vote of 8 in favor and 0 against.

5. **Upcoming agenda items**
   - This item was not discussed.

In Chair Jean Pratt’s absence, Bob Nowlan adjourned the meeting at 2:41 p.m.

Respectfully submitted,

Sarah Forcier
Secretary for the Meeting