

University of Wisconsin – Eau Claire  
**University Senate Academic Policies Committee**  
**Vol. 55, Meeting No. 10**  
Tuesday, November 27, 2018  
Chancellors Room, 311 Davies

**Present:** *Members:* Carey Applegate, Janice Bogstad, Selika Ducksworth-Lawton, Joel Friederich, Robert Hooper, Marquell Johnson, Hans Kishel, Bill Miller, David A. Miller, Darrell Newton

*Guests:* Jeff Bria, Margaret Cassidy, Deb Jansen, Jean Pratt, Jill Prushiek

**Presiding:** Chair Marquell Johnson called the meeting to order at 2:00 p.m.

### Meeting Minutes

**1. Approval of minutes from November 20, 2018**

- Motion to approve the minutes of November 20, 2018, as distributed. Motion was seconded and approved unanimously (6-0-0).

**2. Academic Affairs Proposed Changes to FASRP (links below).**

**Policies: Classroom Instruction Policies and Procedures:** <https://www.uwec.edu/files/2246/2018-Academic-Policies-Procedures.pdf>

**Policies: Credit-Bearing Certificate:** <https://www.uwec.edu/kb/article/policies-credit-bearing-certificate/>

- Items in *Policies and Procedures* indicated by Jean Pratt as needing further review were discussed.
  - The Committee determined the majority of sections were procedural/best practices, federal or state regulations, or found elsewhere and no further action by the Committee was needed. Concern was expressed that specific language should not be included in FASRP due to constant changes (e.g., office name changes and web sites) which would necessitate reapproval by Senate; Jean Pratt will find a “home” for all items not to be included in FASRP.
  - Pg. 6, “Policies Related to Freshmen,” “Early testing in freshman courses,” sentence reading “The faculty action requires that examinations be given in all freshman courses at the end of the first four weeks of both semesters of the freshman year.”
    - × Add to pg. 129 in FASRP under “Academic Calendar Guidelines,” “UWEC Guidelines” – change “at the end of the first four weeks” to “by the end of the first four weeks” and expand upon the word “examinations” to include other types of artifacts (not restricted to examinations)
  - On pg. 134 in FASRP, third paragraph under “Student Academic Grievance Procedures,” change “Student Affairs Office” to “Dean of Students Office.” Also, *Student Services and Standards* handbook is referred to twice. This document has been replaced by *Blugold Code* also administered by Dean of Students. Concern that if language is changed to Dean of Students, it will remove faculty from the approval process. Marquell will verify.
- Credit-Bearing Certificate procedures will not be included in FASRP as information on majors and minors isn’t included either. Jean will confirm it matches language in Catalog though.

Chair Marquell Johnson adjourned the meeting at 2:50 p.m.

Respectfully submitted,

Sarah Forcier  
Secretary for the Meeting