

Faculty Senate

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Academic Regulations Committee

Annual Report - 2004-2005

Members:

David McMurray (chair) rotating off June 30, 2005

Bill Heatherington rotating off June 30, 2005

Barbara Balz (ex-officio)

Jo Tynon

Sherri Argyres

Mark Merickel

There are four items of business covered in this report. They are listed as ITEM #1, ITEM #2, etc.

ITEM #1

During the academic year 2004-2005, the Academic Regulations Committee sent the changes listed in the Academic Regulations Committee Final Report for 2003-2004 to the Executive Committee at the beginning of the fall term. They made some changes, proposed a 'housekeeping resolution', and then sent the following list to the Faculty Senate for a vote. The changes rejected by the Executive Committee are included at the end of the list.

(PASSED THE FACULTY SENATE)

1. [AR 17, Grades](#) -- second paragraph, fourth sentence change plus addition

"The instructor ~~states~~ **documents** the deficiency and the deadline for completing the missing work ~~on the grade roster~~. **A record of the deficiency shall be kept on file in the unit or department office.**"

Rationale: There are no more hard copy grade rosters. The change will leave it up to the instructor and department to determine how and where to file agreements between students and teachers covering incomplete grades.

(PASSED)

2. [AR 17, Grades](#) -- third paragraph, first sentence

"An instructor may move to correct a grade ~~erroneously given~~ by filing a Change of Grade Card in the Registrar's Office."

Rationale: Many reasons besides instructor error may trigger a grade change. Without listing the others, we want to get rid of the notion that error is the only cause.

(PASSED)

3. [AR 17, Grades](#) -- third paragraph, second sentence which begins,

"The ~~Academic Requirements Committee~~ **Office of the Registrar** will routinely review grade changes."

Rationale: The Academic Requirements Committee does not review grade changes and has delegated this job to the Registrar's Office.

(PASSED)

4. [AR 17, Grades](#) -- delete second paragraph, third sentence,

"~~If a student misses the final without notification and approval acceptable to the instructor, the instructor will report the grade that is appropriate for the requirements of the course.~~"

Rationale: This sentence refers to a time when an "E" grade existed which signaled that all work but the final had been completed. The "E" grade no longer exists, so this scenario no longer needs a separate statement.

(PASSED)

5. AR 9 -- Admission to Class, paragraph b., Delete whole paragraph.

~~"An auditor enrolls by petition at the Registrar's Office. Audited courses should not be shown on one's registration forms."~~

Rationale: The regulations found in AR 30 already cover the subject.

(PASSED)

6. AR. 28 Substitutions of Degree Requirements (this is change of title)

a. (Replace existing paragraph a. with)

Undergraduate students: Substitutions for Institutional Requirements as outlined in AR 25, except for Baccalaureate Core Requirements of AR25a, may be petitioned to the Academic Requirements Committee after approval by the student's Dean or College Head Adviser. Substitutions for Baccalaureate Core Requirements of AR25a may be presented for consideration to the student's Dean or College Head Adviser. Substitutions or adjustments of college or departmental requirements are also subject to approval by the college or department.

Rationale: amend language of regulation to reflect current practice. Changes being proposed reflect current practice.

(PASSED)

7. Housekeeping changes: The Faculty Senate directs the Academic Regulations Committee to make changes in syntax, grammar, spelling, and punctuation as needed to bring the Academic Regulations into line with correct English usage. Likewise, the Committee will make changes in titles of positions or names of organizations or units when the changes become effective. THE COMMITTEE WILL ALSO MAKE CHANGES TO THE REGULATIONS AS NEEDED TO KEEP THEM INTERNALLY CONSISTENT. ALL CHANGES WILL BE PRESENTED TO THE EXECUTIVE COMMITTEE FOR APPROVAL.

Rationale: This keeps the Faculty Senate from having to take up trivial matters better dealt with at the Academic Regulations Committee level.

THE SENATE PASSED THE HOUSEKEEPING CHANGES AUTHORIZATION. THE EXECUTIVE COMMITTEE THEN PASSED THE FOLLOWING THREE CHANGES AS HOUSEKEEPING CHANGES.

8. AR 14, Attendance (Revised July 16, 1998)

proposed change: delete the phrase, "Revised July 16, 1998"

Rationale: All of the regulations are constantly being revised. There is no need to date this one and not the others.

9. AR 16, Final Week --

title -- AR 16, ~~Final~~ **Finals** Week

paragraph "b" second sentence -- Final examinations shall be given during ~~final~~ **Finals** Week in accordance with the ~~Final~~ **Finals** Week Schedule.

Rationale: "Finals Week," short for "Final Examinations Week," is common usage as well as being used elsewhere in Academic Regulations and in the Course Catalog calendar.

10. AR 2 -- Credit From A Two-Year Institution, paragraph "c" sixth sentence which begins, "OSU departments ~~who~~ that have articulation agreements..."

Rationale: To bring the Academic Regulations into line with preferred standard English usage.

#11 REFUSED BY EXECUTIVE COMMITTEE

(The committee was concerned that in these times of high enrollment, auditors would take up seats otherwise available to enrolled students.)

11. AR 30, Auditing Courses -- fourth sentence

"Audit registration begins ~~with~~ **on** the ~~sixth~~ **first** day of ~~class~~ **registration** and ends with the close of registration at the conclusion of the tenth day of class."

Rationale: To bring auditor registration into line with the registration deadlines of regular students.

#12 REFUSED BY EXECUTIVE COMMITTEE

(The committee's problem with this amendment concerned recent abuses. I don't have the details. I explained that we were only bringing regulations into alignment with practice, but they are fighting some other battles and don't want this to be the law of the land.)

12. AR. 11 Adding and Dropping Courses

a. (Replace existing paragraph a. with)

A student may add courses each term through the end of Dead Week, depending on the nature of the courses and the availability of space. During Week 1, a student may add classes via the Web. During Week 2, a permission form to add a class is obtained from and returned to the Registrar's Office upon approval by the instructor. During Week 3 and continuing through Friday of Dead Week, a permission form to add a class must be approved by the instructor and the student's college head adviser. Not all requests to add after the 1st week of the term will be approved. Unofficial "attendance" of a class will not guarantee an approval to add.

b. (Replace existing paragraph b. with)

A student may drop courses without responsibility for grades through the 2nd week of each term. After the 2nd week, courses may not be dropped. Failure to drop a course properly may result in an F grade being recorded; courses properly dropped do not appear on the student's record.

c. (unchanged)

Rationale: Current practice by the Academic Requirements Committee is to approve all course adds through Dead Week if approval has been obtained from the instructor and college head adviser. Therefore, it makes sense to change the basic regulation so that these transactions can be done without need for the submission of a petition to the Academic Requirements Committee, and so that all students realize that adding courses after the end of official registration (10th class day) may be permissible under certain conditions.

ITEM #2

The next item to come before the Academic Regulations Committee in the Fall of 2004 was the following request from the Executive Committee. The intention behind it was to clarify how deadlines are determined for summer and modular courses. This proposed change was not brought forward to the Faculty Senate.

AR31. The timelines and deadlines stated in all academic regulations, unless otherwise specified, are based on the standard fall, winter and spring term lengths. For summer term and other non-standard term lengths, the timelines and deadlines are adjusted to reflect the intent of the regulation. The Office of the Registrar disseminates details of these adjustments.

ITEM #3

On May 12, 2005 the chair of the Academic Regulations Committee submitted the following change to AR22 to the Faculty Senate. It did not make it but was remanded back to the Committee for more work. The breakdown occurred over two related things.

First, the last sentence under a. used to say "Students who are academically suspended are not officially enrolled, shall not attend class, and shall not represent the institution in any official capacity." Well, it turns out after discussion in the faculty senate that while their cases are under review, suspended students are encouraged to attend class, their enrollment is still active, etc. It was thought that it would work better if we just dropped trying to enumerate what a suspended student can't do, with the sole exception of "shall not represent the university in any official capacity."

Second, new paragraph b, the shaded area says, "Suspended students have the right at any time to petition the Academic Standing Committee for reinstatement." Even though Barbara Balz pointed out to us that this was redundant because the right to petition is spelled out in the introduction to the Academic Regulations, enough of us on the committee and on the Executive Council wanted to include a reference to students' rights after suspension. The faculty senate took that and ran with it, wanting to know what else students had the right to do while their suspension was being appealed. Turns out, quite a bit. So it was suggested that we pull this sentence all together.

After further email discussion, it was decided not to resubmit the proposed change to AR22 as it only complicated matters. It was suggested by Faculty Senate President Jeff Hale that a gentleman's agreement be worked out with Athletics over the definition of when suspension takes effect. Below are the proposed changes that did not pass:

Proposed change to the first paragraph (this is both a name change as well as a change in wording).

AR 22. Satisfactory Academic Standing

Academic Standing for Undergraduate Students

Oregon State University expects students to maintain satisfactory academic progress toward degree completion. At the conclusion of each term, grade point averages are calculated and academic standings determined **are calculated** and academic standings determined for students seeking a baccalaureate degree according to the criteria outlined below **are effective immediately upon posting on the student's academic record by the Office of the Registrar.** Students whose standings evidence a lack of satisfactory progress will be warned of this condition and advised to seek help from their academic advisors.

Rationale for this change: The name change is because the regulation applies to undergraduate students only. The change to the body of the text came about because several different timelines were used to determine when students were suspended. This change determines the exact moment when suspension goes into effect.

Proposed changes to the remainder of the AR (this is both a reorganization of the academic regulation as well as a change in wording).

~~a. **Academic Warning:** Students with a term GPA below 2.0 will be placed on Academic Warning.~~

~~b. **Academic Probation:** Students who have completed two or more terms at OSU and have an OSU cumulative GPA below 2.0 will be placed on Academic Probation. Students who attain a cumulative GPA of 2.0 or better are removed from Academic Probation.~~

~~c. **Academic Suspension:** Students who are on Academic Probation and have a subsequent term GPA below 2.0 will be placed on Academic Suspension. Academic Suspension is recorded on the student's academic record. Students who are academically suspended are denied all the privileges of the institution and of all organizations in any way connected to it, including any university-recognized living group.~~

~~a. **The three categories of deficient standing are:**~~

~~**Academic Warning:** Students with a term GPA below 2.0 will be placed on Academic Warning.~~

~~**Academic Probation:** Students who have completed two or more terms at OSU and have an OSU cumulative GPA below 2.0 will be placed on Academic Probation. Students who attain a cumulative GPA of 2.0 or better are removed from Academic Probation.~~

~~**Academic Suspension:** Students who are on Academic Probation and have a subsequent term GPA below 2.0 will be placed on Academic Suspension. Academic Suspension is recorded on the student's academic record. Students who are academically suspended are not officially enrolled, shall not attend class, and shall not represent the institution in any official capacity.~~

Rationale for change: There are two changes involved here. The first is the reorganization of the a., b., c., paragraphs into one a. paragraph. This was done because they are three variations on the same theme, and as a group they contrast with the old d., new b. paragraph, which actually covers a new subject. The second change is the deletion of the last part of the last sentence of old c. paragraph, new a. paragraph which begins, "Students who are...." This has now been replaced with the new sentence. The previous statement that students would be denied all privileges of the university, if strictly enforced, would require us to basically remove students from campus as soon as they were suspended. If interpreted literally, they couldn't even appear before the Academic Standing Committee to petition for reinstatement. Since campus units like Housing and Dining, and Financial Aid already have processes in place for an orderly, respectful transition for suspended students, there is no need to say that students are "denied all privileges." In addition, the "representation" clause is meant to halt any further student participation in any events whatsoever from the moment suspension has been determined.

~~d. **Reinstatement To The University:** Suspended students will be considered for reinstatement to the university after two years or completion of a minimum of 24 quarter credits of transferable college-level work at an accredited college or university, with a GPA of 2.5 or above. **Suspended students have the right to petition the Academic Standing Committee for reinstatement.**~~

Rationale for change: The addition of the last sentence informs students of their right of petition even after suspension. This right is mentioned nowhere else.

The Faculty Senate ~~Committee on Academic Standing~~ **Committee** is charged with the responsibility for enforcement of the above regulations on ~~Satisfactory Academic Standing~~ **Academic Standing for Undergraduate Students**. Additionally, this committee has discretionary authority to grant exceptions and to develop guidelines for the administration of these regulations.

Rationale for change: The committee name was incorrectly listed in the original regulation. It is now correctly named. The name of the academic regulation has also changed. It is now correctly named.

ITEM #4

The Academic Regulations Committee finished the year by arguing against the proposed change to the standing rules of the Academic Regulations Committee to allow one of the members to be a retired faculty member. This was a change proposed by the Committee on Committees. The Academic Regulations Committee unanimously agreed that a retired faculty member needs to be actively engaged and on campus on a regular basis, such as a 1039 appointment, to be able to contribute to this committee in a meaningful way. The business we handle is complicated and takes a good understanding of how policies and practices impact students and the academic community.

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