

Idaho State University  
Academic Standards Council  
Report of Activities, 2007-2008  
Diana Livingston Friedley, (Music), Chair

## **Purpose**

The Academic Standards Council exists to recommend university policy and procedures pertaining to academic standards for admission, progression, and the granting of degrees and certificates. Specific areas of concern include but are not restricted to: 1) advising, 2) academic standards, 3) scholastic appeals, 4) admission and progression requirements, 5) honors programs and societies, 6) advanced standing and placement, 7) evaluation of transfer policies, and 8) standards for award of ISU credit.

## **Members, 2007-08**

Steve Adkison, Academic Affairs Representative  
Alan Frantz, Faculty Senate Representative  
Bonnie Frantz, Student Affairs Representative  
JoAnn Hertz, Enrollment Planning (ex-officio)  
Margaret Johnson, Interim Associate Dean, College of Arts & Sciences  
Dennis Krumwiede, Business Faculty Representative  
Diana Livingston Friedley, (Chair) Arts & Sciences Representative  
Laura McKenzie, Registration and Records  
Wendy Mickelsen, Health Professions Faculty  
Roger Rankin, Education Faculty Representative  
Dan Selvage, Pharmacy Faculty Representative  
Shane Slack, Technology Faculty Representative  
Joseph Steiner, Deans' Council Representative  
Susan Swetnam, Arts & Sciences Representative  
Richard Wabrek, Engineering Faculty Representative  
Unfilled: ASISU Representative

## **I. Administrative Recommendations**

### **A. Academic Dishonesty Board and Scholastic Appeals Board**

Roger Rankin agreed to serve as Chair of the Academic Dishonesty Board and Dan Selvage agreed to serve as Chair of the Scholastic Appeals Board. ASC members appointed eligible faculty members for the faculty pools. One case was brought before the Scholastic Appeals Board in September 2007 (recommendation: appeal denied, hearing *not* granted). No case was brought before the Academic Dishonesty Board.

1. Concerns were raised regarding procedures for the Scholastic Appeals Board.
2. Selvage worked with the Office of Students Affairs to draft suggested changes to the Procedures. (See II, E below)

### **B. Bylaws**

Minor changes were finalized from last year. Specifically Chapter 3, A; Chapter 4, D

## II. Policy Recommendations (All passed by Faculty Senate)

- A. Academic Renewal Policy (page 42 of the catalog, number 9; recommendations are italicized)
- Students should be aware that this policy MIGHT NOT BE ACCEPTED at transfer institutions. *Academic Renewal granted elsewhere is not transferable to Idaho State University; ISU conditions must be met.*
- B. Associate Degree Policy (page 35; recommendations are italicized. Please note that A and B are carry-over discussions from 2007-2008.)
- All academic Associate Degrees require a minimum of 64 credits. Other requirements differ among the colleges and departments. The General Education requirements for the *degrees and certificates listed below are found under the designated college or department. Please note that the Associate of Science degree completes the General Education Requirements for bachelor's degrees at ISU only for the B.S., B.A.S., B.A.T., and the B.U.S.*
- C. Early College Program
- Amendments were made to the catalogue description of the Early College Program. The description from "High School Concurrent Enrollment" was changed to *Early College Program/High School Concurrent Enrollment*. ASC felt it was important to clarify the fact that ECP courses may be taught on campus while others might be taught at the high schools. Additionally, "adjunct instructors" was changed to *adjunct faculty* to avoid assigning an official rank that may not apply.
- D. Academic Policies (to clarify process, page 25 in the 2007-2008 catalogue)
- Academic policies fall under the purview of the university faculty. As such, all catalog entries and changes regarding academic policies in this section entitled **Academic Information** must be approved by a) the Academic Standards Council, b) the Faculty Senate, and then c) the appropriate administrative levels prior to publication and enforcement.*
- E. Scholastic Appeals Board
- It was determined that in the case that an appeal has been filed, the actual case file will be kept in the Student Affairs office. Members of the committee will then be allowed to read the file in that office. ASC members were uncomfortable allowing files to be checked out overnight. Additionally the make-up of the committee was discussed. Based on this year's committee issues, it was determined that fewer members would make a more manageable committee. Therefore, it was suggested that there be one Chair, three faculty members, and three students. The Chair would vote in the event of a tie. One of the student representatives would be the Student Senate Vice President. A Student Affairs representative would be a non-voting member of the committee; therefore the committee will have a total of eight members. Additionally, the student and faculty member involved in the case may each bring a (non-voting) ISU student or faculty member for support. Six of the eight Board members would have to be present to constitute a quorum: four of the regular members, plus the Chair and the non-voting Student Affairs representative. At the time of this report no formal vote had been made to change the wording in either the student handbook or the faculty handbook until the Academic Dishonesty Board procedures were reviewed to make sure the two Boards are consistent in their membership and policies.

### **III. Non-recommendation Items**

#### **A. Early College Program**

Dr. Bob Wharton, Provost, provided the Faculty Senate with a power-point presentation on ISU's Early College Program in the fall. Issues were raised regarding academic standards, hiring of faculty, student retention, and general quality assurance. ACS invited Barbara Bishop, Enrollment Coordinator for the Early College Program, to discuss how the program worked. ASC has since been focusing on compiling questionnaires to be distributed next year. In formulating questionnaires we hope to gather information that will help us make suggestions to develop general policies and procedures for assessing program courses and ensuring quality and measuring outcomes on Department levels.

1. Questionnaires are being compiled for the following groups: Departments and Faculty (Steve Adkison); High School faculty survey (to be drafted by Steve Adkison); Research questions regarding ECP students' experiences, performance and persistence as they progress thru their academic careers (JoAnn Hertz). The Office of Institutional Research will implement this final questionnaire.
  2. Additionally it was felt that the citation in the undergraduate catalogue should be updated to reflect how and where the ECP courses are being taught. (See II., C. above.)
- #### **B. Registration Issues brought to ASC by Laura McKenzie, ISU's Registrar:**
1. The Registrar has encountered students who have not turned in all their previous transcripts from other institutions. The registrar felt this was an act of academic dishonesty with transcript omissions. The council agreed that there was a need to disclose all information. McKenzie will look into the Academic Dishonesty policy and the proper channels to deal with this issue. At the time of this report, no further action was taken on this matter.
  2. Academic Renewal Clarification- it was determined that since Academic Renewal may only be granted once, there was no harm in leaving the policy as it is and not distinguishing between technical and academic credits.
  3. Technical Credit Clarification- Technical credits may be applied to a transcript once a student has taken the class and they have earned the credits. In previous cases the credits were applied early for financial aid and/or athletic purposes. The registrar has been denying the eight (8) additional elective credits when an unusually high number of technical credits have already been applied to a student's transcript. The council agreed this was a sensible and wise practice. A motion was made for clarification purposes: the ASC supports the Registrar's Office posting; at the time of request, a student may secure 8 professional technical elective credits as indicated in the credit requirements section of page 38 in the current catalogue. Such posting is by request and not automatic, because not all students desire to have the additional credits on the academic transcript.

### **IV. Advisory Council Items**

Alan Frantz represented ASC on March 31. The Advisory Council views quality assurance as the main issue for ASC to focus on in its work with the Early College Program. They wanted to know how the high school teachers involved felt about the program and whether they were getting adequate support, materials and supervision from the University. There was also concern about the relationships between the departmental

liaisons and the faculty. Thus, the departmental liaisons should also be asked whether they are getting what they need as well.

**V. New Members**

- A. Chair, 2008-2008 : Dan Selvage- College of Pharmacy Representative
- B. Susan Swetnam- Arts & Sciences Representative
- C. Alan Frantz- Faculty Senate Representative
- D. Dennis Krumwiede- College of Business Representative
- E. Marcella Enos- College of Technology Representative
- F. Dennis Stowe- College of Arts and Sciences Representative

Approved by Academic Standards Council: September 10, 2008

Accepted by Faculty Senate: September 15, 2008