

Idaho State University
Academic Standards Council
Minutes

Wednesday, January 30, 2008
3:00 PM
Faculty Senate Conference Room
Rendezvous Building, Room 301

In Attendance: A. Frantz, B. Frantz, Livingston Friedley (Chair), Johnson, Krumwiede,
Mickelsen, Selvage, Steiner, Swetnam.
Excused: Adkison, Rankin, Wabrek; Hertz
Absent: Slack
Non-voting: McKenzie, Wallace (Recording Secretary)

1. Preliminaries

Livingston Friedley opened the meeting and welcomed Dr. Susan Swetnam, who is replacing Brian Norman for this semester. Livingston Friedley has a conflict this semester, so Margaret Johnson will represent the ASC on the Faculty Senate Advisory Board.

2. Minutes from November 28, 2007

Dan Selvage should have been marked “excused” instead of absent.
ACTION: With that one minor correction, Steiner **moved to approve** the minutes. Seconded by Krumwiede. **Passed** unanimously.

3. Announcements from Faculty Senate

Update on Associate Degrees and Certificates undergrad catalog revision: it has been approved by the Faculty Senate and was forwarded to Dr. Wharton’s Academic Council. It was tabled in December for clarification and scheduled to be revisited in January. The ASC Chair is still awaiting word as to its current status in the process.

4. Unfinished Business

a. Early College Program

1. Steve Adkison – draft questionnaire for Departments and Faculty

This item was skipped – questionnaire was not available.

2. Diana Livingston Friedley and Margaret Johnson – Undergrad catalog description of Early College Program

A handout was distributed to the members for their perusal. After some wordsmithing and discussion, the Council members decided to make the following amendments:

- In the first paragraph, the phrase “**participate in the college environment and**” was struck. In the next sentence the word “**Some**” was struck, so the sentence began with “**Courses**” and “**adjunct instructors**” was changed to “**adjunct faculty**” to avoid assigning an official rank that may not apply.
- In the second paragraph, the words “**or program**” were struck, since “**any class**” was deemed a sufficient descriptor.
- In the second to last sentence, “**courses**” was changed to the possessive “**course’s**” as a grammatical correction.

ACTION: Mickelson made a **motion to approve** the catalog description with the above amendments. Seconded by A. Frantz. The **motion carried**. The amended description will be forwarded to Faculty Senate for their consideration.

3. JoAnn Hertz – Research Questions for Early College Program

In the last meeting, Hertz agreed to draft a list of questions regarding students' participation in the Early College Program. Although she had a conflict and could not attend today's meeting, she forwarded the draft for the Council to review.

Swetnam noted that **Item 2** should include information about how the high school faculty grade distributions compare to those given by ISU faculty, else the data would not be useful. A. Frantz suggested it would be helpful for each question to include the total number of students ($n = \dots$) that were counted from which the percentages were derived. He also suggested clarifying **Item 1.a.vi.** to state whether the "average number of credits completed" included only Early College credits, or were combined with regular High School credits.

Livingston Friedley said she would take these comments and suggestions back to Hertz for further consideration and revision. The Council will revisit the survey questions during its next meeting.

5. **New Business**

a. Dan Selvage – Scholastic Appeals Board concerns

Livingston Friedley turned the meeting over to Dan Selvage to relate his experiences as Chair of the Scholastic Appeals Board this year. Selvage had some concerns about the guidelines in the ISU Student Handbook. The process that should take about 2 weeks actually took 2 months. Under Procedures it specifies a pool of faculty members appointed by this Council and a pool of students appointed by the ASISU Vice President, not necessarily student Senators. There is no specified number of students to be in the pool, but the Board requires three (3) students to hear a case. The biggest problem Selvage encountered was getting the students to respond or show up to the meetings. Other Council members related they have had lots of problems getting student representatives to sit on committees, too. The Scholarship Committee, Distinguished Teacher Committee and this Council all have not had any student representatives show up.

Selvage recommended the relevant documents be kept in a centralized location and everyone on the Appeals Board be notified they have a week or two to review the documents before the hearing. The current procedures call for the Chair to read the complaint to the committee; that is time-consuming and unnecessary. The pertinent information is often scattered through the files, and there is no way to easily summarize it. There are often cases where time is of the essence, and the process as it is takes too long to resolve problems. The question was raised whether Student Senators are really the best avenue for choosing students to be on the Board's pool list.

B. Frantz said that in the past there had been a student assigned to find students to serve on the various committees across campus. Since that didn't work, Student Senators were then given committee assignments in an effort to give them a better insight as to how the campus as a whole functions. Selvage has tried not to pressure the Office of Student Affairs too much, but he has had conversations with Jim Fullerton about the problem. One possibility for speeding up the process might be to have a student co-chair the Board who would be responsible for getting students to show up. B. Frantz suggested the Council work with Student Affairs and write up suggestions for procedural changes to the Scholastic Appeals process. She will talk with Lee Krehbiel, the Vice President of Student Affairs.

Steiner suggested the ASISU Vice President or a Student Senator be permanently assigned as a member of the Scholastic Appeals Board to help alleviate the last-minute scramble when the Board has to convene. That Senate representative would have the responsibility of rounding up the other students to sit on the Board. There was discussion about the merits of writing in timeframes for hearings and completion of the process, but the Council felt it better to leave it open-ended to be dealt with on a case-by-case basis.

More discussion ensued about the role of the peer group member specified in **Section 2.c.(3)** and whether that person should be allowed to speak on the involved person's behalf.

Johnson stated that the usual practice is not to have the peer speak unless he or she is presenting evidence as a witness. This ambiguity should be clarified in the procedures. Livingston Friedley asked **Selvage to work with the Office of Student Affairs to draft suggested changes** to the Procedures. Johnson said that appeals are initiated because there was a problem and something happened that perhaps should not have. Selvage stated there is often a potential for litigation and that should be kept in mind. Livingston Friedley thanked Selvage for his time and efforts on this issue.

b. Laura McKenzie, Registrar – registration issues

In her few months as the new Registrar, McKenzie has had four instances of students admitted to ISU who **did not turn in all their previous transcripts** from other institutions. ISU policy published in both the Undergraduate Catalog and on the admission application itself clearly states this omission is considered to be fraud, and is grounds for refusal of admission or dismissal from ISU. The problem is that the Registrar's office found out about these omissions after the student has already been enrolled. McKenzie considers these instances to be Academic Dishonesty and she is trying to find where it is defined and the proper channels to deal with these problems. Turning a blind eye is not acceptable because the students may have an unfair advantage in getting into particular programs.

The other issue she wanted to bring to Council's attention is the **8 credits of electives to meet graduation requirements** mentioned on page 38 of the Undergraduate Catalog. The problem here comes up in posting these credits to the student's academic transcripts because the student needs those credits in order to be eligible for athletic programs, financial aid or other non-graduation related reasons. The intention behind the practice was to be able to fill in the needed 128 credits at the time of graduation, but she is getting such requests as early as the student's second semester for reasons other than graduation. It is unclear when those credits are to be counted into the student's academic record. At the moment, those credits are clearly being used to inflate credits for athletes or increasing financial aid amounts for recipients.

Livingston Friedley asked **McKenzie to write out her concerns** for the Council to look at next time. The issues were both **tabled** until the next meeting.

c. Alan Frantz – Academic Policies/Academic Policies and Curriculum Statements – no discussion, deferred until next meeting.

The next meeting is scheduled for **3:00 p.m. Wednesday, February 27, 2008.**

6. Adjournment: 4:05 p.m.

Respectfully submitted,

Catherine Wallace
Administrative Assistant I
Faculty Senate Office

Approved by Academic Standards Council: February 27, 2008
Accepted by Faculty Senate: March 3, 2008