

Idaho State University
Academic Standards Council
Minutes

Wednesday, February 27, 2008
3:00 PM
Faculty Senate Conference Room
Rendezvous Building, Room 301

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

1. Preliminaries

Expiring Council Terms

Livingston Friedley reminded the Council that several members' terms are expiring and replacements will be needed to fill the seats being vacated by: Diana Livingston Friedley, Brian Norman, Shane Slack, Roger Rankin and Dan Selvage.

Additional Council meeting called

To complete the Council's business this year Livingston Friedly requested an additional meeting. The Council members decided April 9, 2008 would be a viable date.

2. Minutes from January 30, 2008

ACTION: Frantz moved to **approve the minutes** from the last meeting. Seconded by Krumwiede. No discussion. The motion **passed** unanimously.

3. Announcements from Faculty Senate

- a. Undergrad catalog revisions update: The Council's recommendations regarding **Academic Renewal/Associate Degrees and Certificates** and **Early College Program description** were approved by both the Faculty Senate and Academic Council. They are now on their way to President's Cabinet for consideration. Once approved by the Cabinet, the changes will be incorporated into the Undergraduate Catalog.
- b. ASC Minutes of August 29, 2007 were approved last semester by this Council but had not been forwarded to the Faculty Senate for their review and acceptance. That oversight has been rectified and the Minutes are on the Senate's Consent Calendar agenda for March 3, 2008.

4. Unfinished Business

- a. Early College Program
 - 1) **Steve Adkison – draft questionnaire for Departments and Faculty**
Adkison was delayed in another meeting and arrived late. This item was deferred until next time.

2) **JoAnn Hertz – revised Early College Program student questionnaire**

The Council’s suggested revisions from last time had been incorporated into the revised questionnaire that was distributed to Council members for their review and further comments.

ACTION: Moved by Frantz and seconded to **approve the revised Research Questions for the Early College Program.**

Discussion: In answer to a question as to where the questionnaire is to go after approval by the Faculty Senate, Hertz said it will be sent on to the Office of Institutional Research. Hertz explained that **Items 1.a.vii** and **1.a.viii** might not be included in the final survey because they are not necessarily relevant to the Early College Program, but are geared more toward following the progress of actual college experiences by former participants of the program.

A discussion ensued about whether **Item 2** might be more appropriate for Departments to ask about the course grade distributions from each instructor and therefore be outside the purview of this Council. That information would be useful in identifying grade inflation problems with particular instructors, which Department Chairs would likely want to know, but the Council would be more interested in aggregate data from all the courses in order to measure how well the program is working. McKenzie pointed out that if there is no way of comparing the grade distributions of high school teachers to the distributions of on-campus ISU faculty the data would not be useful in monitoring the effectiveness of the program. Frantz suggested adding the word “**aggregate**” to each of the two sets of grade distributions.

McKenzie suggested including data about the Early College Tech Prep program; Frantz cautioned that no grade lower than a “B” is put on the college transcripts so that data would not be useful. Johnson suggested adding “**Academic Courses**” to the title of the questionnaire, i.e. “**Research Questions for Early College Program Academic Courses.**”

ACTION: Livingston Friedley **rescinded the motion** to approve these questions as written.

Krumwiede suggested **Item 2** be changed to pluralize “**instructors**”. Livingston Friedley suggested keeping **Items 1.a.vii** and **1.a.viii** for recruiting and retention purposes. Krumwiede suggested adding a question about ISU honors students’ participation in the program. Adkison and Johnson suggested it would be useful to know how many students applied for and were accepted into the program. A new sentence was added:

3. How many ECP students apply for and are accepted into the ISU Honors Program?

ACTION: Moved by Alan Frantz and seconded by Selvage **to approve the above revisions to the Research Questions.** No discussion. The motion was **passed.**

b. Laura McKenzie – Registration issues:

1) **Academic Dishonesty: transcript omissions**

There have been quite a few cases of students omitting some of their college transcripts when applying for admission to ISU. The omissions often are discovered during the financial aid process, or occasionally when a student petitions to count a course from another institution without having submitted a transcript from that

institution. Sometimes it is a case where the transcript was sent to the student's college or department instead of to Registration and Records. McKenzie has been working with Jim Fullerton in Student Affairs to resolve the problems. If resolution cannot be reached, then the unresolved cases will be referred to Academic Dishonesty Board. The Registrar's office will be enforcing the transcript policy, which is spelled out on the application for admission and in the undergraduate catalog.

2) **Misuse of Elective Credits meant for graduation requirements**

McKenzie has had several requests for posting the eight elective credits to the academic transcript as early as a student's second semester in order to qualify for financial aid, athletic eligibility, or other such reasons. She sees both sides of the coin in this issue, but would like further guidance from the Council as to when such credit should be granted. There is a problem with College of Technology credits and how those credits are counted on academic transcripts. Once the Banner system is implemented, there will be only one undergraduate transcript per student, so the problem will have to be resolved. Adkison said Steve Neiheisel is tightening up the policies regarding those credits.

Another problem is **Academic Renewal** where certain grades are posted, but not included in calculating the cumulative GPA for the student under certain conditions. The policy is outlined on page 41 in the undergraduate catalog. The problem lies when Professional/Technical courses are petitioned to qualify as academic renewal for academic courses taken previously. Adkison said there is a long-standing sharp distinction between academic vs. Professional/Technical credit, but there also is a long history of ignoring the distinction. This issue does need to be resolved into a policy that can be applied across the board. **Livingston Friedley and Alan Frantz will draft a statement to clarify the intent and policy.**

c. Dan Selvage and Bonnie Frantz – Scholastic Appeals Board procedural changes

There were several cases filed with the Board this year, and some problems with the procedures were revealed. **Bonnie Frantz and Selvage will draft recommended changes and will present those to the Student Affairs office for comments and suggestions.**

Livingston Friedley thanked Johnson for attending the Faculty Senate Advisory Council in her stead. Johnson said one of the concerns raised during that meeting was **the problem of getting ASISU Senators and student representatives to attend the various Council and committee meetings.** Bonnie Frantz thought each Senator has specific assignments as to which Councils they are supposed to attend, but she will check on that and whether their stipends are tied to serving on the Councils. Selvage said the problem was especially severe on the Scholastic Appeals Board because the students selected simply would not show up.

5. New Business

a. Alan Frantz – suggested Academic Policies/Academic Policies and Curriculum Statements

The problem has been that catalog changes have been made without going through the proper channels. It would be a good idea to make the process explicit so everyone will know the correct procedures for making changes. Adkison suggested this also be incorporated into the Manual of Administrative Policies and Procedures (MAPP) that the Office of Finance and Administration has been charged with creating. He suggested the Council should develop the MAPP for catalog changes. **Livingston Friedley said she**

would like to look more into the MAPP process and developing policies for catalog changes.

6. Adjournment: 4:10 p.m.

The next Academic Standards Council will be **Wednesday, April 9, 2008** at 3:00 p.m. in the Faculty Senate conference room. The last meeting of the academic year will be on **April 30, 2008**.

Respectfully submitted,

Catherine Wallace
Administrative Assistant 1
Faculty Senate Office

Approved by Academic Standards Council: September 10, 2008
Accepted by Faculty Senate: September 15, 2008