A. Information Items:
   a. Committee Assignments: Wolter asked if anyone would be willing to take minutes. It was agreed that the committee will rotate who takes minutes. McKenzie will take minutes on 1/26/18 and Hertz on 02/23/2018.
   b. Minutes Postings: Wolter informed the committee that Faculty Senate was current on the receipt of Academic Standards minutes. In the near future Faculty Senate plans to create a new website for the Academic Standards committee. Access to post minutes and update the content will be granted to a member of the Academic Standards committee.
   c. Meeting Dates and Times: Our future meetings are 2/23/18, 03/30/18 and 04/27/18 from 2:00-4:00pm in the Museum Building Room 318 (Office of the Registrar conference room).
   d. Updates: Wolter reported that Chris Hunt contacted him to approve the catalog changes that reflect the committee’s decisions from Spring 2017 and Fall 2017. Minor wording and clarifications were made that Wolter approved. In addition, McKenzie reported other minor changes being made for catalog clarity and consistency reasons. The wording in the Degree Requirements sections was updated from “Credit for Prior Experiential Learning” to “Experiential Learning Assessment” to reflect the current title of experiential credit. In addition “ISU” is being added to the Repeating Courses policy.

B. ELA Policy:
   Liz Knight from Student Opportunity Development Office came in to discuss the revision of the existing policy for ELA credits. It had been proposed by e-mail (and then tabled) to include an exception statement in the policy. Specifically, “Students may not submit an ELA Portfolio in their final semester before graduation. Exceptions to this policy are at the discretion of the academic department and ELA coordinators.” McKenzie was not in favor of documenting exceptions to policy in policy. The committee discussed the issues and related concerns. Knight suggested an alternative statement directing students to the Experiential Learning website for deadlines and
possible exceptions rather than including them in the policy. Tokle motioned to approve. Foley seconded the motion. No additional discussion. Motion carried unanimously. Approved Statement is: “Students must submit Petitions and Portfolios by the deadlines published on the ELA website.”

C. Transfer policy

McKenzie brought a copy of the current catalog policy for Credit and Grades for Transfer courses and a proposed reorganizing and updating of the information. There was discussion about the policy related to repeating a course previously taken at ISU at an external institution and transferring the course back to ISU. Course and credit transfer back but grade does not. Hertz stated that not allowing the transfer grade to “exclude” the initial ISU grade in the GPA calculation can present a disadvantage to students. Though students should repeat ISU courses at ISU, sometimes circumstances prevent students from doing so. Foley stated that having a policy that allowed a poor grade to be excluded from the ISU GPA may encourage students to repeat courses elsewhere. The committee decided that exceptional circumstance should be handled through the petition process and not addressed in the policy. Bob Tokle motioned to approve the changes. Anushka Burde seconded the motion. No additional discussion. Motion carried unanimously.

Approved policy statement is as follows:

Idaho State recognizes, accepts, and requires all college-level coursework attempted at institutions with regional accreditation status be submitted for credit evaluation.

Idaho State University honors the originating institutions course level classifications (i.e. lower division, upper division, professional technical, remedial, etc.)

Coursework classified as correspondence, extension, ELA, or credit by exam by the issuing institution is subject to reclassification in accordance with ISU governing authorities.

Coursework taught under a system different from ISU’s will be converted (ex. quarter hours) to semester hours.

Transferred courses are subject to university limits as defined in the degree requirements section of the catalog. Where there is a question as to whether transferred courses satisfy specific department requirements, a review of the transfer work will be conducted in consultation with the department concerned.
Transfer course grades are converted to the ISU equivalent with no corresponding grade point average.

The university reserves the right to reclassify repeated credit in accordance with its own policy governing the acceptance and limitation of such credit.

Transfer grades and credits are not used in calculating the Idaho State University grade point average. Students who repeat an ISU course elsewhere may use the transfer course in accordance with ISU’s repeat course policy but the ISU grade point average will not be impacted.

D. Revisions to alternative credit policies

The committee reviewed suggested changes to the Alternative Credit policies. The credit limitations of alternative credit are addressed in the Degree Requirements changes the committee made during the fall semester, so those statements were proposed to be removed. In addition, items that are outdated or no longer offered should be removed. McKenzie will make the suggested changes in a document that tracks changes and send it out to the committee to review prior to the next meeting.

E. Adjournment 3:35pm