

MEMORANDUM

August 29, 1974

To Members of the Academic Policy Committee
Members of the University Senate Steering Committee

From George F. Feeman, Chairman
Academic Policy Committee *page 2 Dec 1974*

Subject Report on the activities of the Academic
Policy Committee during the year 1973-74.

This is a summary of the issues considered and the actions taken by the Academic Policy Committee during 1973-74. As is evident from the listing, the APC had a very full year, its deliberations resulting in several significant pieces of legislation.

The Committee consisted of sixteen members this past year, eleven from the faculty and administration and five students. Included in the eleven were representatives of the five Committees on Instruction from the College of Arts and Sciences, the Schools of Education, Engineering and Economics-Management, and the Library. This arrangement worked very well after we met a few times and grew accustomed to the idea of sharing information. The Committee performed particularly well during the Winter Term.

The students were very active on the Committee during the first term. Many weeks went by in the second term before a new group of five was appointed. The new appointees contributed a great deal during the few weeks they attended meetings and, no doubt, will continue in this fashion during the Fall Term 1974.

The Committee met twenty-five (25) times from October 24, 1973 through May 22, 1974. The minimum attendance was eight, the maximum sixteen, for an average attendance of between twelve and thirteen -- not bad for a large committee.

The following list of items is arranged in a random order, since any other sequence, by chronology or by significance, would be difficult to prepare. The discussion on each issue is kept as brief as possible but with the point at issue made as clearly as possible.

1. Review of policies and practices of the Learning Skills Department.

This review sets the stage for a full scale review this Fall to be followed by a report to the University Senate. In 1973-74 the APC was primarily concerned about the LS grading practices and course additions. The review resulted in the following actions:

- a. Approval of new courses LS 060, LS 061, and LS 076.
- b. Disapproval of S/N grading for LS 100 and LS 101, which will be graded numerically in 1974-75. A comparative report of the two types of grading will be prepared in Winter 1975. This action was taken to correct certain abuses and to provide greater clarity in LS practices for the students.
- c. Discontinuance of LS 200 and LS 210 after the Fall Term 1974. These courses had been scheduled and taught without approval and went beyond the legislative mandate of LS. LS will create new courses for HRD and ACTION, but these courses will not be open to all students, as in the case of LS 200-210. The English Department will develop technical writing courses which assume proficiency in basic skills. Jurisdictional problems between LS and English were resolved on the basis of whether or not proficiency in basic skills can be assumed. Future course proposals of LS will be reviewed by the English Department, as well as the APC.
- d. Firm establishment of the APC as the Committee on Instruction of LS to review new course proposals, grading practices, class schedules, and catalog copy.

2. Review of S/N graded courses in all units of the University.

This review caused a reduction in the number of S/N graded courses by approximately 50 percent making it unnecessary for the APC to consider legislation limiting the number of such courses. Proper direction and adherence to existing legislation will produce any desirable controls. For example, there is no need to limit the number of S grades a student may accumulate toward graduation, as is done in many schools, since there are no abuses of this sort. All cases can be easily justified. Warnings about effects on the GPA and the negative views of graduate schools provide added control without legislation. In 1974-75 the number of S/N grades from S/N graded courses should not exceed 6 or 7 percent of the total.

3. Review of the Community Services Program.

This review resulted in a change of grading in CS 201 and CS 202 from S/N to numerical grading. The credits in these courses will be reduced from 8 each to 4 or 6 each, in order to provide greater flexibility of agency placement and stronger courses. In accordance with Senate legislation, 4 credits will mean 2 hours per week in class and 6 hours with an agency, while 6 credits will mean 2 hours per week in class and 10-12 hours with an agency. As in the case of LS, the APC established itself firmly as the Committee on Instruction for CS.

4. Request that all schools provide up-to-date course lists to the Provost's Office and the Registrar each year. There was general compliance with this request by the end of the year. It is hoped that this will become a regular practice.

5. Review of the Allport College Program.

This review produced no changes. The AC program seems to be well run. Its major problems are conflicts with Arts and Sciences departments such as Sociology, Anthropology and Psychology, which have to be resolved one at a time.

6. Review of the New-Charter College Program.

This review established the role of APC as Committee on Instruction for approval of courses, schedules, catalog copy, and grading practices. In the latter case a continuation of the dual grading system was approved. (See my report to the Steering Committee dated January 3, 1974). This will probably be so indefinitely since there is no interest on the part of APC at this time to change that practice. The basis for approval lies in the experimental nature of NCC offerings.

7. Consideration of policy on "normal course loads."

It was discovered that no legislation exists on this matter; policy has simply evolved. Experimental rules were set up for the Summer Session 1974 with 8-9 credits regarded as normal, 10-13 credits permissible without petition but ill-advised, and more than 13 credits requiring approval. Mr. Ruggles will report to the APC in the Fall on an analysis of this problem. It is likely that legislation will be forthcoming in the Fall.

8. Recommended legislation on the non-numeric grades to complete our study of the grading system. A preliminary report was distributed to selected faculty, administrators, and students in May 1974. On the basis of responses to this report, a modified proposal has been prepared and distributed to members of the APC and others for consideration in early September. It is likely that legislation will be proposed in time for the first Senate meeting in the Fall.

9. Grade conversion scheme.

This issue was finally resolved through Senate legislation on December 6, 1974. The following scheme was approved for external use and has been announced to the community:

3.6 - 4.0	A
3.0 - 3.5	B
2.0 - 2.9	C
1.0 - 1.9	D

10. New Definition of a credit and establishment of a new schedule matrix.

This lengthy piece of legislation was approved by the Senate on January 31, 1974. For details we refer you to those minutes. Basically one credit was defined to be equivalent to 3 hours of work per week including 50 minutes of scheduled class time, and the standard Oakland course was defined to be one for 4 credits and 200 minutes of scheduled class time. The new schedule matrix is being used for the first time this Fall and appears in the Fall Schedule. So far there have been relatively few problems with it and enrollments do not seem to have been affected adversely by it.

11. New definition of the GPA.

For consistency the GPA was defined to be a two-decimal place number, such as 3.50 or 2.73, unlike grades, which are one-decimal place numbers. Legislation on this matter was approved on April 17, 1974 with instructions that all catalog statements which use the GPA be brought into uniformity.

12. "W" assignment

The Registrar will assign a "W" if a student withdraws officially from a course during the refund period and a "W" in all courses if a student withdraws officially from the University at anytime. The Committee on Academic Standing and Honors was

12. "W" assignment (continued)

instructed to study appropriate changes in dismissal and probationary policies and report to the Senate during the year 1974-75. Legislation on this issue was approved by the Senate on April 17, 1974.

13. A new B. S. in Nursing program, studied by the APC, was authorized by the Senate on April 23, 1974. It will go into effect in Fall 1974.

14. A preliminary study on the nature of concentrations was made by the APC with a report to the Steering Committee of the Senate on January 3, 1974. This report was in the form of a taxonomy with no recommended legislation. Further discussion on this issue will be held in 1974-75 since clarification is necessary. It is likely that legislation will be forthcoming sometime during the year.

15. The APC reviewed numerous petitions for grade changes and independent concentrations. This was done largely by the Chairman.

16. Procedural changes with respect to the "I" grade, proposed by the APC, were approved by the Provost and the Steering Committee of the Senate on January 22, 1974. Petitions for extension will be submitted to the Dean of the College or School or to the Vice Provost, whoever is the chief academic officer of the unit.

17. Through a subcommittee chaired by Louise Bugg of the Library, extensive consideration was given to participation in the Servicemen's Opportunity College. In the end it was decided that such participation would not be meaningful to Oakland University, and no action was recommended. A report on this issue was submitted to Provost Obear on May 10, 1974. He concurred in the decision.

18. The APC reviewed the proposed University Calendar for 1975-76 prior to its acceptance by the Senate on April 17, 1974. The APC report was submitted to the Steering Committee of the Senate on March 28, 1974. In the future all proposed University calendars will be reviewed by the APC.

19. The APC reviewed in detail a proposed extension of Senate legislation of April 12, 1973, which permitted veterans 4 hours of undesignated free elective credit. The proposed extension would have provided this courtesy to veterans of other than the U. S. Armed Forces. The APC decided that such an extension was not warranted, and recommended no action in this issue. This decision was reported to Provost Obear on March 14, 1974.
20. The APC reviewed a request for approval of ROTC courses from another institution. After thorough study, no action was recommended. The APC reaffirmed approval of the individual petition route which specifies that content must be comparable to existing courses at Oakland University and all transfers must be approved by the head of the appropriate unit.
21. Review and certification of new programs in Classical Civilization and the Biological Sciences.
22. Various APC members participated on subcommittees to study the Matthews proposals. The entire APC will sit on the University Commission to be formed this Fall.
23. Review of legislation on accelerated programs including CLEP credit, as approved by the Senate on April 12, 1972. It was discovered that no administrative structure had been set up for the legislation to be enforced. This was reported to Provost Obear on April 19, 1974. In a memorandum dated April 30, 1974, he designated Vice Provost Matthews as the administrator of accelerated programs.