

January 14, 1975

To: Frederick W. Obear, Chairman  
Steering Committee, University Senate

From: George F. Feeman, Chairman  
Academic Policy Committee *Sup Obear*

Subject: Report on the Activities of the Academic Policy Committee  
During the Fall Term 1974

This is a summary of the issues considered and the actions taken by the Academic Policy Committee during the Fall Term 1974. Given the heavy agenda of the Committee it seems advisable to present a mid-year report rather than wait until the end of the academic year.

The Committee met fifteen (15) times from September 4 through December 11, with an average attendance of twelve (12). This was not bad for a committee of size sixteen (16), especially if one realizes the frequent shifting in membership through resignations, replacements, etc. Virtually all members of the Committee served or are serving on important subcommittees in addition to the regular meetings.

This points up two great needs for this Committee--first, its members should be given some form of released time from regular duties and second, it needs to be assigned someone who can serve as secretary and research assistant to the Committee. The work load of the Committee, particularly of the Chairman, is fantastic. It is unreasonable to expect people to want to do it under the present conditions. As the University gets larger and more complex, the demands will be even greater and the problem more acute. I hope the Steering Committee will consider this situation very seriously during the next semester so that appropriate action can be taken before the new Fall Term begins in 1975.

The following list of items is arranged in a random order. The discussion on each issue is kept as brief as possible but with the point made as clearly as possible.

1. Completed work on proposed grade legislation. This resulted in the establishment of "WS" and "WN" grades to be used in the latter half of a term in case of official withdrawals from courses. They complement the "W" grade established in 1973-74. The legislation also resulted in the placing of all grades except the "N" grade on the transcript. (See the Senate Minutes of October 24, 1974.)

2. Reviewed and conducted hearings on the dispute between the College of Arts and Sciences and the School of Education over the SCI course designation. The resolution directed that the SCI designation no longer be used, that separate designations ISC and SCS be used by the respective units, and that a joint science committee be formed to develop future courses in the science area. The ruling has been appealed by the Arts and Sciences faculty. This forced the development of appeal procedures for rulings of Standing Committees by the Steering Committee. In addition, a course rubric inventory was developed as a result of this case. See Item 11 of this report. The case continues into the Winter. (See my memorandum of October 8, 1974.)
3. Served as a body on the University Commission to consider the recommendation resulting from the proposals presented by Vice Provost Matthews.
4. Prepared a memorandum to the community concerning actual starting times of classes. (September 12, 1974)
5. Reviewed the need for a policy on the purchase of term papers, then referred the matter to the Committee on Academic Conduct for further study and resolution.
6. Encouraged the formation of a Committee to Study the University Catalog. Such a committee was set up with William Connellan as Chairman. Its report was made available in December and will be implemented in the Winter Term.
7. Studied in detail the question of definition of a normal course load in Spring and Summer Sessions. An exhaustive individualized analysis showed that no legislation was needed, that no petitions should be required for any number of credits, and that at most an advising bulletin should be placed in Spring and Summer Schedules. The matter should be studied again in 1975. For complete details see my memorandum of October 21, 1974.
8. Reviewed a case for the Committee on Academic Standing and Honors involving a student who had been dismissed from class in an unwarranted fashion. The APC reviewed the policies relating to the case for future advisement. (See my memorandum of November 11, 1974.)
9. Appointed a subcommittee to review in detail the Learning Skills Department. The charge includes a review of the testing procedures used by LS, its grading practices, its program, its role within the University, and its appropriate academic location. A report from the Committee is expected in Winter 1975. (See my memorandum of October 7, 1974.)

10. Appointed a University Statistics Committee to review statistics offerings on campus. This is a continuation of work begun last year by an ad hoc committee in the College of Arts and Sciences. It is studying the possibility of a statistics concentration, an expanded statistical consulting service, and other matters. (See my memorandum of October 16, 1974.)
11. Prepared an inventory of course rubrics for use by the various Committees on Instruction. In it a complete listing of course descriptions used in the University is given, along with a statement of which unit controls each designation. This will be available in January, 1975.
12. Prepared course action, grade change, and course deletion forms to be used by units under the APC. The Committee also prepared a form for the WS/WN grade for use by the entire community. These will be available in January, 1975.
13. Appointed a subcommittee to review the University's graduation procedures. Questions of lead time for application, who should participate in the ceremony, and other matters are being studied by the Committee. The complete charge is contained in a memorandum of October 31, 1974.
14. Together with the Graduate Council, formed a subcommittee to review possible legislation for students to participate in a Bachelor's/ Master's program on a 3-year/2-year basis. A final report on this will be available in January, 1975.
15. Prepared legislation to clarify previous legislation on conditions needed for students to earn two Bachelor's degrees. This will be considered by the Senate in January, 1975. It was presented to the Steering Committee on December 4, 1974.
16. Reviewed a proposal by the Office of Student Services on Cooperative Education and prepared a resolution concerning it, which will be considered by the Senate in January, 1975. It was presented to the Steering Committee on November 27, 1974.
17. Reviewed a proposal for a Center for Health Sciences. It appeared that this was not an APC matter, so the issue was referred to the Academic Budget and Planning Committee for detailed study and preparation of legislation, as needed. (See my memorandum of November 18, 1974.)
18. Reviewed a proposal for establishment of an Honors College and prepared appropriate legislation. This will be sent to the Steering Committee in early January, with a request that it be referred to the Academic Budget and Planning Committee for further study before submission to the Senate for its consideration.

19. Received a proposal for a degree called the Bachelor of General Studies and for a Career Studies program. Review was begun in December, 1974 and will be continued into the Winter.
20. Held preliminary discussion on the issue of course renumbering in the light of proposed formula budgeting. Documents prepared by David Beardslee will be studied, and further discussion on this issue of significance will be held in the Winter Term 1975.
21. Appointed a subcommittee to review the status and location of Allport College and New-Charter College.
22. Reviewed some problems concerning the "P" grade. This matter has been referred to the Graduate Council for further study since the "P" grade is primarily a graduate grade used in research courses.
23. Reviewed the dual grading system used by New-Charter College and the Music Department as exceptions to existing Senate legislation. The APC approved continued use by these two units, but no others, until such time as their permanent locations have been determined. (See my memorandum of November 18, 1974.)
24. Requested that the Committee on the Establishment of a School of Fine Arts continue to serve and refine its previous recommendations for presentation to the Academic Policy Committee and the Academic Budget and Planning Committee during the Winter Term 1975.
25. Reviewed course action petitions from New-Charter College.

GFF:tk

