



## Educational Affairs Committee - Minutes

November 14, 2011 – 3:30 p.m.  
New College – Room 315

**Members Present:** Rodney Mauricio (Chair), Kari Turner, Branson Ritchie, Peggy Kreshel, Libby Morris (proxy for Jere Morehead), Robert Moser, Hongyu Zhang, Joan Fischer, Gayle Andrews, James Reap

**Others:** Debbie Bell (OVPI), Maggie Kerins (OVPI), Fiona Liken (OVPI), Jan Hathcote (Registrar), Jason Emond (Admissions)

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Dr. Rodney Mauricio called the meeting to order at 3:34 p.m. and the October 12, 2011 minutes were approved.

*Petitions Subcommittee Appeals:* Dr. Mauricio gave the Committee an update on the petitions reviewed this month – 8 appeals were reviewed, 4 were approved and 4 were denied. OVPI staff approved 4 Academic Renewal appeals since the last EAC meeting. Dr. Mauricio discussed the issue of advising students who are repeating a course. The EAC members agreed to discuss the policy at the January 2012 meeting with the intention of clarifying the wording.

*Sales of Complimentary Examination Copies of Textbooks:* After a short discussion, the Committee agreed to eliminate this policy banning the selling of examination textbooks since the issue lies between the faculty member and the publisher, not the University. The elimination of this policy from the Academic Affairs Policy Manual was approved and will move forward to the University Council's Executive Committee for consideration.

*Student Advising Statement:* Dr. Mauricio explained the need for a strong statement telling students they are ultimately responsible for their academic progress towards graduation, to avoid the influx of appeals resulting from advising mistakes. Dr. Branson Ritchie agreed to review the Academic Advising statement in the UGA Bulletin and will bring a proposal to the next EAC meeting.

*Reinstatement Policy:* Dr. Jan Hathcote addressed the Committee and explained the need for a reinstatement policy for students dropped for nonpayment, discussing several issues surrounding the current procedure. After a lengthy discussion, Dr. Hathcote determined a consensus about the issues; she will discuss aspects of the policy with Legal Affairs the Bursar and will bring a proposal to the next EAC meeting.

*Write-In Course Policy:* Dr. Mauricio discussed the need for an updated procedure for write-in course approval. The main issues Dr. Mauricio wishes to tackle are (1) the process for determining equivalency and (2) the possibility of creating a 5 year limit for courses in the transfer equivalency database. Committee members should carefully review the policy and will discuss possible revisions at the next EAC meeting.

The Academic Honesty Annual Report will be discussed at the January 11, 2012 EAC meeting. The meeting adjourned at 5:05 p.m.

Respectfully submitted,

*Maggie Kerins*

Office of the Vice President for Instruction