

**MINUTES**  
**EDUCATIONAL AFFAIRS COMMITTEE**  
**September 21, 2004**

Members Present: Malcolm Adams, Woody Beck, Rose Chepyator-Thomson, Brad Courtenay, Ann Crowther, Elena Karahanna, Susan Sanchez, Karen Shetterley, David Shipley, Jeff Lake

Guests: Bob Boehmer, Karen Bauer (IR), Jamie Lewis, Stephanie Schlitz (Academic Advising Coordinating Council), George Felis, Frankie Jones (Graduate Student Association)

Karen Shetterley called the meeting to order at 10:30 a.m. She asked for volunteers for the Housing Appeals Committee and after a discussion suggested that the members think about the assignment and get back to her. Dr. Malcolm Adams agreed to serve on the committee. The minutes of the August 24, 2004 meeting were then approved.

Bob Boehmer provided a brief explanation of a request presented to the Educational Affairs Committee at the August, 2004 meeting related to the certificates sent to those students who earn Presidential Scholar status each semester. The printing and mailing costs have risen steadily and Dr. Boehmer and Dr. Karen Bauer, Director of Institutional Research asked the EAC to consider two questions.

1. Should the standards for Presidential Scholar be revised?
2. Should the process of notifying the student be revised?

At the last meeting, the EAC members asked Dr. Bauer for additional information. Dr. Bauer provided the additional information consisting of numbers from fall 2003 and spring 2004 UGA Presidential Scholars comparing numbers if the requirement for Presidential Scholar required a minimum number of hours earned for an entire fall AND spring semester. The members discussed options for changes in the President Scholar status and a motion was made, seconded and passed to change the number of hours from 12 to 15 hours as well as to add "graded" to qualify the hours. The committee decided that more information, specifically addressing the number of hours required for summer, needed to be reviewed before considering a change in that requirement. The summer hours issue will be placed on the agenda for the next meeting. In addition, at that meeting the members will discuss whether or not there is a need to address the Dean's List requirements.

Dr. Shetterley presented the next item on the agenda related to the number of drop/add days and issues related to the policy. Some departments do not allow students who add a course on one of the last days of drop/add to make up missed work. Some professors are unhappy with the length of drop/add because there is a tendency of some students to not attend class until after drop/add. Dr. Shetterley asked that a subcommittee review the matters and report to the full committee at a future meeting. Jeff Lake volunteered to serve on the subcommittee.

Jamie Lewis presented a policy on Undergraduate Academic Advising to be added to the Undergraduate Bulletin. The statement was developed by the Academic Advising Coordinating Council (AACC). Woody Beck moved that the policy be approved. The policy was approved by unanimous vote and will be forwarded to the Executive Committee of the University Council.

Dr. Adams reported that the next agenda item related to Open Records and Tests is being considered by the Office of Legal Affairs and the Board of Regents. Based on this, the Educational Affairs Committee did not discuss this item any further.

Karen Shetterley adjourned the meeting. The next full meeting of the Educational Affairs Committee will be November 2, 2004 at 10:30 a.m. in 105 Old College.