

**MINUTES**  
**EDUCATIONAL AFFAIRS COMMITTEE**  
**January 10, 2006**

Members Present: James Anderson, Rose Chepyator-Thomson, Ann Crowther, Dan DerVartanian, Loch Johnson, Karen Leonas, Denise Mewborn, William Vencill, Daniel Byrd  
Guests: William Barstow, Mitch Rothstein, Rebecca Macon, Kim Ellis, Art Leed, Andrea Joliffe, Del Dunn, Jere Morehead, Caroline Smith

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Dr. James Anderson called the meeting to order at 10:45 a.m. After introduction, the minutes of the November 1, 2005 Educational Affairs Committee were amended and approved.

Dr. Del Dunn presented a revision/clarification to the University's Incomplete Grade Policy to the Committee. He explained that based on an appeal that went forward to the Board of Regents, clarification in the length of time allowed for completion of an "I" grade is needed. The proposed clarification includes language that permits a student no more than 3 semesters (including summer term) to complete the work in the course. In addition, an instructor may specify an earlier deadline for course completion. After discussing the logistics of the policy, the members voted to approve Dr. Dunn's proposal.

Caroline Smith, an undergraduate student, presented a Student's Bill of Rights to the Committee. The members discussed the advantage of a document or website with contact information for students covering matters such as grievances, University policies, appeal information, etc. Several members were concerned about the limitations of Ms. Smith's Bill of Rights. Art Leed and Andrea Joliffe from Legal Affairs agreed to meet with Ms. Smith and interested EAC members to prepare a statement or document that covers the issues discussed and report to a later Educational Affairs Committee meeting. There was also discussion of the related issue of development of a policy for faculty-initiated withdrawal from courses.

Rebecca Macon asked for feedback from the faculty members concerning the current practice of posting grades when instructors submit course grade rolls. Some professors have complained to her office asking that grade not be visible to students until after the deadline for submitting grades. After a short discussion, Ms. Macon thanked the members for their feedback.

Dan DerVartanian asked the members to consider changing Fall Break to the Monday and Tuesday of Thanksgiving week. William Barstow explained that the current Thursday & Friday Fall Break scheduling makes it difficult for lab sections to meet consistently. A vote was called and the proposal to change Fall Break was defeated.

Jim Anderson provided a brief report on what he had learned to date about the issues of need-based scholarships. He is waiting on additional information from the Director of Student Admissions, and will provide additional information on need-based scholarships at a future meeting.

The Educational Affairs Operating Procedures were briefly discussed. Although, an e-mail vote to approve the Procedures was conducted, Dr. Anderson stated that he is still concerned about the grade appeal guidelines. After losing a quorum, it was decided that Debbie Bell will send the most recent revised version of the Procedures to the Committee by e-mail for a final vote.

The meeting adjourned at approximately 12:15 p.m. The next meeting of the Educational Affairs Committee will be Tuesday, February 14 at 10:45 a.m. in Room 154 Tate Center.