



**Educational Affairs Committee**  
Minutes for Monday, August 25, 2008 – 3:30 p.m.  
Tate Student Center – Room 143

**Members Present:** Gayle Andrews (Co-Chair), Susan Quinlan (Co-Chair), Lonnie Brown, Tracie Costantino, Ann Crowther, Jeffrey Dorfman, Silvia Giraud, Loch Johnson, Rodney Mauricio, Marisa Pagnattaro, Stephen Rathbun, Banks Deal, and Eric Drucker

**Others:** Jere Morehead (VP for Instruction), Rebecca Macon (Registrar), Deborah Bell (OVPI staff), Brian Freese (OVPI staff), Connor McCarthy (SGA), Micky Vitally (SGA), Erica Wells (Red & Black)

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Dr. Gayle Andrews called the meeting to order at 3:36 p.m. She thanked members and guests for attending.

Dr. Andrews asked the committee members and guests to introduce themselves, and she offered a welcome to all attending the meeting. She shared that Dr. Susan Quinlan would be co-chair with her for the 2008-2009 academic year with Dr. Andrews serving as chair in the fall term and Dr. Quinlan serving as chair in the spring term.

She then provided a short overview of the Educational Affairs Committee's purpose, and Mr. Brian Freese stated that a handbook had been prepared to assist the committee members with their service on the committee.

Dr. Andrews asked that the committee members volunteer to serve on the Petitions Subcommittee during the 2008-2009 academic year using the form provided.

**Minutes**

Dr. Rodney Mauricio moved that the minutes of the March 17, 2008, Educational Affairs Committee be approved as recorded without revision. Dr. Tracie Costantino seconded, and the motion was approved unanimously.

**Old Business**

*Withdrawal Policy:* Dr. Andrews provided an update regarding the implementation of the revised withdrawal policy. The Educational Affairs Committee is working with the University Registrar to complete revisions of the withdrawal policy for the Bulletin and other purposes. The revised withdrawal policy for the Bulletin was provided as a handout to the committee members.

Dr. Jeffrey Dorfman inquired as to how a student might appeal a WF received due to the policy and also suggested Change of Grade forms may be used to circumvent the policy. Discussion followed.

The committee members agreed that (1) appeals regarding the assignment of a WF by an instructor be handled by the Educational Affairs Committee as a grade appeal, (2) hardship withdrawals will only be available using existing policies through Student Affairs, and (3) the revised withdrawal policy does not allow for an instructor to request a change of grade from a WF to a WP when the WF is assigned because the student has exceeded the allowable number of four WP grades.

The University Registrar agreed to monitor the receipt of Change of Grade forms. When a Change of Grade form is received from an instructor requesting a change from WF to WP, a letter will be sent to both the instructor and the student indicating that the policy does not allow a change of grade without a hardship withdrawal through Student Affairs and therefore deny the change of grade requested.

Dr. Mauricio requested that as the University Registrar monitors this matter, data regarding Change of Grade forms received be collected for the committee to review at the first meeting of the spring term. Ms. Rebecca Macon agreed.

#### **New Business**

Ms. Deborah Bell offered information regarding online test posting and suggested that the committee members may wish to discuss this issue at a future meeting.

Dr. Loch Johnson stated that the School of Public and International Affairs is experiencing challenges getting classroom space in the Student Learning Center and requested that the committee consider the method whereby space is assigned for classroom instruction in that facility. Dr. Ann Crowther suggested that Ms. Jody Hall of Student Affairs, who handles classroom assignments for the Student Learning Center, be invited to a future Educational Affairs Committee meeting to elaborate on the method used by her office. Mr. Freese agreed to make arrangements on behalf of the committee for Ms. Hall to attend a future meeting.

Dr. Mauricio expressed concerns that classroom and research facilities on campus are inaccessible on home football game days. Students and researchers have been denied access to buildings even when having legitimate research or educational reasons for entry. This matter is to be referred to the appropriate standing committee of the University Council.

There being no further business, Dr. Costantino moved that the meeting be adjourned. Dr. Mauricio seconded, and the meeting ended at 4:52 p.m.

The next meeting of the Educational Affairs Committee will be Monday, September 29, 2008 at 3:30 p.m. in room 143 of Tate Student Center.

Respectfully submitted,



Brian Paul Freese  
Office of the Vice President for Instruction