The Vice-Chair called the meeting to order at 2:30 pm.

Present:
- **University Deans** – M. Horan (A & S); S. Braverman (Business)
- **Arts and Sciences** – N. Castañeda (Math), F. Latour (Math), K. McGrath (History); J. Melnyk (PE); R. Schwell (Math); I. Pevac (Computer Science)
- **Business** – C. Crespi (Accounting)
- **Education and Professional Studies** – M.P. Bigley (SEPS); C. Tripodina (Nursing)
- **Engineering and Technology** – J. Mulroony (BMS)
- **Student Affairs** – R. Hernandez
- **Registrar** – S. Petrosino
- **Guests** – M. Gendron (Business)

**I. Motion:** Approval of March minutes

M. Horan

Second: M.P. Bigley

**Vote:** passed unanimously

**II. Grade Appeals Policy**

1. F. Latour announced that it had been approved by Faculty Senate with minor modifications, namely in the addition of student notification by the deans.

**III. School of Business Proposal to remove 2.5 GPA requirement for graduation**

1. M. Gendron discussed the reasons for the proposed change, specifically the desire to bring it in line with comparable programs in the region and the university. The School of Business feels that it is an artificial barrier to graduation, and it is not needed because there is already a 2.5 requirement for admission into the major.

2. M. Horan raised the issue of how this might impact creditation. M. Gendron noted that the entrance GPA meets this requirement. He also noted that Uconn-Storrs also lacks the graduation requirement.

3. J. Mulrooney questioned whether or not the standard should be maintained as a retention policy, like BSED. This would allow it to apply to business core courses. S. Braverman noted that it really only affects a small number of students. M. Gendron said that data from the 5 years it has been in effect demonstrates that there is a correlation between major GPA and overall GPA, which means that they are maintaining their GPAs. It is, therefore, not needed to maintain standards and is only an obstacle to graduation.
Motion: Amend the proposal to remove all language from the catalog on graduation and retention so that it matches university requirements
  M.P. Bigley
  Second: I. Pevac
  Vote: Passed with 1 abstention

Motion: Pass the amended proposal
  F. Latour
  Second: I. Pevac
  Vote: Passed with 1 opposed

Motion: Effective immediately for current students
  J. Mulrooney
  Second: M.P. Bigley
  Vote: Passed unanimously

Motion: Approval of new policy
  F. Latour
  Second: S. Braverman
  Vote: Passed

IV. Course Withdrawal Policy
  1. M. P. Bigley introduced the new policy. It would extend the date for withdrawals to the 12th week, but it would limit the total number of withdrawal while a student to 5 (not counting cases of university withdrawal). It also removed the requirement for the dean’s approval for withdrawal after the 12th week. The new policy is in line with other universities, and it protects students who may not know their grades by the midpoint of the semester.
  2. S. Petrosino raised concerns about having all the responsibility on the registrar. It does not have the staff to process the necessary notifications. There will need to be a work-flow process set up to do it electronically, but they need resources for this. This process needs to be developed first. M. P. Bigley said that this is why the notification is sample language.
  3. F. Latour raised the issue of when the final date to request a withdrawal is? “Last day of classes” was added.

Motion: Accept amendment and changes (Appendix 1)
  I. Pevac
  Second: C. Crespi
  Vote: Passed unanimously

Motion: Approval of policy
  I. Pevac
  Second: C. Crespi
  Vote: Passed unanimously
The meeting adjourned at 3:55 pm.

Respectfully submitted,

K. McGrath
Secretary

Appendix 1

COURSE WITHDRAWAL POLICY PROPOSAL

1. Add – Drop week remains as is. Students may drop by the end of the 3\textsuperscript{rd} week with no indication of this on their transcript.

2. During a student’s time at the University, the student is limited to a total of 5 course withdrawals. This does not include any semesters in which the student must withdraw from all courses due to extenuating circumstances (i.e., University Withdrawal/Leave of Absence).

3. Students may withdraw from a course from the beginning of the 4\textsuperscript{th} week of the semester until the end of the 12\textsuperscript{th} week of classes by completing and submitting the Course Withdrawal Form at the Registrar's Office.

4. A student seeking to withdraw after the 12\textsuperscript{th} week of classes and until the last day of classes must present documentation of extenuating circumstances for his or her request and submit a Withdrawal after Week 12 Form with the signatures of the instructor of the course and the chair of the department in which the course is taught. If the request is approved, the student will receive a grade of “W.” Similar to the Course Withdrawal Form described above, the Withdrawal After Week 12 Form will advise students of possible ramifications of course withdrawal and will include the statements/sample language outlined above.