Call to order: The fifth meeting of the Academic Standards Committee of the 2013-2014 academic year was called to order by Dr. Schwell at 3:05pm.

1. Approval of meeting minutes from the February 25, 2014 meeting. Motion (Latour/Roth) to approve the minutes from the February 2014 meeting with the following change:
   • Voted all in favor, none opposed, one abstention. Motion passed.
2. Nomination of officers for 2014-2015 academic year
   • Mulrooney nominated Schwell chair, Latour for vice-chair and Moore for Secretary.
3. Proposal regarding submission of date of last attendance and new “FN” grade (P. Tucker)
   • Tucker: The following changes are proposed:
     o Any time that a student receives an “F” in a class, the instructor will be asked to specify either the student’s last date of attendance (if available) or the date of the last graded assignment.
     o If there is no record of the student’s having attended the class (or in the case of a class in which attendance isn’t taken, no record of work having been submitted; in the case of an online course, no record of having participated in any academically oriented activity in the class), the student would receive a grade of FN, a new grade indicating that the student never attended.
   • Tucker: This change is part of effort to comply with federal regulations. Dates that students withdraw, even unofficially (but not attending class), matter.
   • Can this info be available to faculty?
• Tucker: yes

- Will this grade be listed in the catalog?
  - Tucker: yes

- Will this be applied to graduate students too?
  - Tucker: Yes, it’s going to grad committee too.

- What if faculty refuse to enter dates?
  - Tucker: computer won’t allow grades to be submitted if entries for dates are left blank.

- Will last-attendance dates from mid-term grades get rolled to the final grade worksheet?
  - Tucker: yes

- The following changes are proposed:
  - Any time that a student receives an “F” in a class, the instructor will be **required** to specify either the student’s last date of attendance (if available) or the date of the last graded assignment.
  - If there is no record of the student’s having attended the class (or in the case of a class in which attendance isn’t taken, no record of work having been submitted; in the case of an online course, no record of having participated in any academically oriented activity in the class), the student would receive a grade of FN, a new grade indicating that the student never attended. **A grade of FN will be treated as an “F” for GPA calculations.**
  - **Catalog language:** “An “FN” is a failing grade given to students who have no record of attendance and no record of academic participation for a course. It is treated as an “F” for GPA calculations.”
  - Motion to approve the proposed changes as described. Mulrooney / Latour. Voted all in favor, none opposed, none abstained. **Motion passed.**

4. Proposal to reduce number of credits required for graduation from 122 to 120 (R. Schwell, original suggestion originated from C. Lovitt, also from M. Jackson representing Curriculum)
   - **Proposal to Reduce the Number of Credits Required for Graduation**
     
     The CCSU policy currently states that students must “complete a minimum of 122 or 130 credits, depending on one’s major”. The proposal is to change the policy to “complete a minimum of **120 to 130** credits, depending on one’s major”. It is expected that the two credits will be subtracted from unrestricted free electives, with no change in the number of required general education credits. Programs/majors that currently require 130 credits will continue to require that number.

- Roth: I am against this proposal because it reduces the number of free electives.
  - Latour: we can add language to prevent a reduction in the number of credits required in majors or minors.

- When will this be implemented?
  - Mulrooney: Fall 2015 matriculation
  - Mulrooney: not a big deal for SE&T

- Would this change be automatically applied to programs?
• Tucker: The provost probably intended this to be implemented automatically. It will be implemented with a global effective date, rather than program-by-program changes.

• Revised proposal
The CCSU policy currently states that students must “complete a minimum of 122 or 130 credits, depending on one’s major”. The proposal is to change the policy to “complete a minimum of 120 to 130 credits, depending on one’s major”. It is expected that the two credits will be subtracted from unrestricted free electives. Programs/majors that currently require 130 credits will continue to require that number.
Effective for students matriculating Fall 2015 or later, all programs that currently require a minimum of 122 credits for graduation will now require a minimum 120 credits for graduation.

• Motion to approve revised proposal: Schwell / Bigley. 11 in favor, 1 opposed (Roth), no abstentions. Motion passed.

5. Proposal to add catalog wording regarding midterm grade feedback (R. Schwell)
• It is proposed that the following wording be added to the undergraduate catalog, as the first sentence of the “Mid-semester grades” category: “Students are strongly encouraged to contact their instructors to discuss their performances, and to receive mid-semester feedback, which may take the form of a grade, one-on-one conference, or other mode of assessment communication.”
• Mulrooney: this information is better suited to the student handbook.
• Geller: sometimes mid-term grades are too discouraging
  • Moore: Can we input P/F in mid-term grades?
  • Tucker: Yes, but we really want more detailed information if it is available so we can flag students who need help.
• Schwell: proposal withdrawn.

6. Motion (Schwell/Moore) for adjournment. Voted all in favor, none opposed, none abstained. Motion passed. The fifth meeting of the Academic Standards Committee of the 2013-2014 academic year was adjourned at 4:20pm.

Respectfully submitted,

Edward Moore, Secretary