



## Undergraduate Academic Affairs Committee Minutes

Thursday, October 3, 2024

9:00 am – 10:30 am

DB 406

**Members in Attendance:** L. Dorsey, E. Baker, L. Billadeau, T. Breitbach, M. Cope, J. Cox, P. Dotson, J. Haugen, J. Leonard, D. Manos, L. McLaughlin, N. Mispagel, V. Murugan, B. Perlman, S. Sell, L. Sweetman, S. Tyuse, A. Zampaulo

**Absent/Excused:** G. Barker, K. Crews, E. Cromwell, G. Merys, Megan Toups

**Guests:** Lisa Fisher, Laurie Russell (for G. Barker)

**Call to Order:** Dr. Dorsey called the meeting to order at 9:00 am.

**I. Approval of Meeting Minutes – September 4, 2024.**

a. A motion to approve minutes was put forth by Tony Breitbach and seconded by Andre Zampaulo. Minutes were approved.

**II. Academic Programs:**

- a. Majors - none
- b. Minors - none
- c. Micro-credentials - none
- d. Informational Items - none

**III. Old Business: Academic Program Proposal and Policy Approvals – Dr. Dorsey**

a. Micro-credentials – Portuguese Intermediate and Beginning and Arabic Beginning were passed by CADD and the Provost on 9-25-24. No further approval is required.

b. The following policies were passed by CADD and the Provost on 9-25-24. Academic Catalog Policy –University Policy on Class Scheduling (revised) – Winter was added.

- c. NTT Policy: Multi-year contracts were approved for NTT faculty. Please make sure your school and programs are aware of these new policies. They are available on the website.

**IV. Policy Review:** This committee will be voting on the policies below.

- a. Repeating Course Policy – many suggestions for revisions were made for clarity of language. A motion to accept policy with revisions (version 9:59 email from Jay Haugen) was put forth by Tony Breitbach and seconded by Laurie Russell. Policy was approved.
  - o *“Transfer courses completed during or after enrollment in equivalent Saint Louis University courses are not subject to this policy. In these cases, the credit earned from the SLU course will be replaced by the transfer credit, but the grade from the SLU course will remain part of students’ GPA. Although the transfer course may satisfy the credit requirement, it will not replace the grade from the SLU course in the GPA calculation. Therefore, grades earned in courses repeated off campus will not affect students’ SLU GPA.”*
- b. Prerequisite Coursework Policy - Last year there were some revisions of language on timing and when messages to students should be sent. The committee made suggestions to simplify the language, and the decision was made that the registrar’s office will monitor the students’ progression. Students will be notified five business days after grades are due if they are not progressing and will be notified prior to dropping them. The Registrar will approve students to take prerequisites elsewhere and provide the registration override which will need greater language clarity – Jay will revise. Students need to submit their transcript for the off-campus course in a timely manner to avoid being dropped. Need more clarification in the notification section about timing. The timing of summer and winter notifications will be tight. The suggested language and process revisions will be provided for GAAC, and we will likely revisit at the November meeting.
- c. Incomplete Course Policy –The proposed policy change will limit the time to replace the “I” with a grade to a maximum time of 30 (?) days. If a student is at least 2/3 through the requirements of the course -- is 30 days is too short. Many committee members suggested 45 to 60 days or prior to the start of the next semester (allowing for variance in parts of term). The preference is to determine the time in number of days v. term. No final language determined at this time.

**V. Discussion Items: Policy on Equity in International Student Academic Requirements – Dr. Lisa Fischer**

- a. Language quoted from the Policy Draft statement:  
“Undergraduate Pathway students are held to matriculation criteria that, in many instances, include academic requirements that exceed those of non-Pathway students in the same courses and majors. International students in a Pathway need to replace all grades of C- or lower, including W’s, before they can complete

their Pathway. They also need to replace grades of B- or lower in their major courses, meaning that Pathway students earning as high as a B- in a course required by their major must both retake the course and extend their Pathway until they earn a B or higher. Cumulative GPA requirements for Undergraduate Pathway students exceed the requirements for good standing in many degree programs: the Mathematics and Statistics, Nursing and Science Undergraduate Pathways require a cumulative 2.5 and all other Pathways require a cumulative 2.7 to be able to exit the Pathway.”

Dr. Fischer presented data that supports this request: Recently 151 students came to the end of their pathway. 80 students successfully progressed to their major. Of those 80 students – 34 of them had to make more than one attempt. Of the 34 only two were below 2.0 and one dismissed from CAS. For some students this is also a financial burden, i.e. scholarships and sponsorships. In many circumstances, students who failed were influenced by factors other than language. The UAAC subcommittee group will be the deciding factor.

**VI. Announcements:**

- Next UAAC Meeting November 7, 2024