

UNIVERSITY SENATE ANNUAL COMMITTEE REPORT

Committee Name: **Academic Policies & Procedures** 2016-17

Number of Meetings Held this Year: 1

Committee Chair: Eddie Guerra

Committee Members: (list here)

Behling, Kathryn	Shen, Yide	
Blake, Corinne	Stutzbach, Eileen	
Cleary, Douglas		
Fortunato, Tiffany		
Fusco, Thomas		
Garyantes, Dianne		
Mason, Cristine		
Michener, Catherine		

Purpose of/Charge to Committee:

Reviews and recommends academic policies and procedures of the University, including grading policies, academic dismissal and academic warning procedures, honors and dean's list policies

Summary of Activities this Year:

Reviewed the following interim policies and recommended approval:

- Combination of Grading System, Grade Dispute, and Change of Grade policies into one document with no changes in policy
- Academic Honors revision to clarify language regarding transfers and the number of hours at Rowan required for honors.

Forwarded the following Registrar policies and procedure that were approved by the full Senate

- Withdrawal Form/process
- Hardship Form/process
- Late registration period and fee
- Define "Primary Part of Term" to show major registration deadlines for term
- Approvals for registration-related forms
- Regular Drop/Add Period
- Late Drop/Add Period and Form
- Late start registration and adjustment form/process
- P/NC grade requests

UNIVERSITY SENATE ANNUAL COMMITTEE

SUGGESTIONS & RECOMMENDATIONS

Academic Policies & Procedures

2016-17

SUGGESTIONS:

As discussed with the chair of Graduate Education & Global Learning Committee, identify overlapping work and prevent redundant efforts. Three classes of policies and procedures are:

- Policies and procedures reviewed by Academic Policies & Procedures that do NOT require review by Graduate Education & Global Learning Committee
- Policies and procedures that require review by BOTH Academic Policies & Procedures and Graduate Education & Global Learning Committee
- Policies and procedures that require substantive review by Graduate Education & Global Learning Committee, but that require minimal or no review by Academic Policies & Procedures.

RECOMMENDATIONS:

Ensure regular attendance by a liaison to the Registrar Advisory Board.

Ensure regular attendance by a liaison to the Academic Integrity Board.

Establish liaison(s) between Academic Policies & Procedures and Graduate Education & Global Learning Committee