

## Senate Scholastic Standards Committee 2016/2017

Meeting Minutes 1/18/2017

10.00 – 11.30 AM

Senate Conference Room, Hall Dorm

Members present: Stuart Brown, David Clokey, Susanna Cowan, Joe Crivello, Holly Fitch, Hedley Freake (chair), Lawrence Gramling, Katrina Higgins, Jennifer Lease Butts, Jill Livingston,.

1. The minutes from 12/7/17 were approved.
2. Hedley Freake announced that Steven Park had left the university to take up another position and therefore a new liaison with the Curricula and Courses Committee was needed. He also delivered apologies from other committee members who were unable to attend, including Lauren DiGrazia. The committee expressed its desire that Lauren send a substitute from the Registrar's Office when she is unable to attend.

Student Health Services has organized a Presidential Symposium on Mental Health and Higher Education in Hartford on February 14. The program looks excellent and committee members are encouraged to RSVP and attend.

3. A number of committee members had attended a meeting in December of the Senate Student Welfare Committee with the directors of Counseling and Mental Health Services and Student Health Services. The directors discussed their programs and the issue of student stress. They reported that student stress follows a similar pattern in both fall and spring semesters and does not appear to be relieved by either the Thanksgiving Break in the fall or the weeklong break in the spring. They did not provide any data to suggest that the addition of break days in October would be beneficial for reducing student stress. These findings will be reported to the SEC with the recommendation that further discussion on modifying the calendar for the fall semester was not needed at this time.
4. The language developed at the last meeting governing inclusion of UConn Education Abroad courses on students' official transcripts was accepted by the Education Abroad Office. Sarah O'Neil and Abigail Hastillo from that office will attend the next SSC meeting (2/1) to discuss other issues that arose during those discussions.
5. The committee discussed a query from Phil Mannheim on the requirement to include a statement on Academic Misconduct on course syllabi and a follow up from Brandon Murray more generally on required language in syllabi. Cheryl Galli had responded to them with language from the University Senate By-Laws as follows:

### I.I.5

#### *Syllabi*

Faculty shall provide syllabi to students in their courses, including internships and independent studies. Syllabi shall specify what will be taught, how it will be taught, how learning will be assessed, and how grades will be assigned.

The committee reaffirmed this language, which they had developed 3 or 4 years previously. The Provost's webpages contain links to policies that are relevant for syllabi and the committee thought the Provost's Office should continue to remind faculty of the existence of these resources prior to the beginning of each semester. In addition, it was recommended that links to these

policies be built into the HuskyCT shell, so that they would always be available to students. Hedley will communicate these suggestions back to Brandon.

6. Business for the rest of the semester was outlined.

The future business list is as follows:

- a. Bunched finals policy (including clarifying final assessments language)
- b. Academic integrity policy
- c. Reading Days
- d. 0.0 first semester dismissal
- e. Double majors across colleges/schools
- f. Length of Add/Drop period
- g. Review of By-Laws relative to summer sessions
- h. Grad/undergrad grading scales
- i. Transfer admission prohibitions
- j. Academic accommodations

Many of these items are working their way through other university bodies and will be considered when and if they are formally brought to the committee.

The following dates were set:

2/1 Education Abroad  
Research experience courses

3/1 Review of By-Laws pertaining to summer and inter-sessions

Later in the semesters

Length of Add/Drop period

Hedley will discuss with Gina Stuart Transfer Admission policies on courses eligible to be included on the transcript and with Kent Holsinger the discrepancy between undergraduate and graduate grading scales.

Additional agenda items suggested included:

The requirement for retaining courses assessments and materials not returned to students was discussed, in light of a grade change request 6 months after the completion of a courses. Six months is the outer limit for requesting grade changes but state regulations do not require instructors to retain student work.

Should the 9<sup>th</sup> week deadline for withdrawal from a class be shortened?

The Honors Board is considering changes to the requirements for graduating with honors and once done they will seek SSC input.

The meeting adjourned at 11.00 AM.

Next meeting 2/1 10.00 AM