

Minutes of September 19, 2017

Present: Gregory Bouquot, Karen Bresciano, Susanna Cowan, Joseph Crivello, Holly Fitch, Hedley Freake, Robin Grenier, Katrina Higgins, Jennifer Lease Butts, Jean Main, Veronica Makowsky (Chair), David Wagner.

Absent: Brian Aneskievich (fall semester scheduling conflict), Stuart Brown, David Clokey, Robin Coulter, Peter Diplock, Jill Livingston, Larry Gramling, Ellen Tripp.

- I. The Minutes of September 5, 2017 were approved as amended.
- II. Information Items:
 - A. Veronica Makowsky reported that the Honors Program is considering revisions to its policies and standards; we should receive the revised documents late this semester or early next semester.
 - B. Nicole Gelston of the General Counsel's Office will meet with the SSC on October 17, 2017 to explain laws regarding students with disabilities.
- III. The SSC made one editorial correction to the By-Laws regarding Summer & Winter programs and other non-semester courses. The SSC approved dividing the motion, that was presented as a single motion to the Senate on September 11, 2017, into four motions for the Senate meeting of October 2, 2017 when it will be presented for a vote. The SSC discussed questions raised about the motion in the Senate on September 11th.
- IV. The SSC made some revisions to the proposed changes to the By-Laws on Minimum Requirements for Undergraduate Degrees. Veronica Makowsky will send a revised version to members of the SSC via email to see if the motion is ready to be presented to the Senate on October 2, 2017.
- V. Jennifer Lease Butts facilitated a discussion of issues arising from the final two weeks of the fall and spring semester, including Bunched Finals, Reading Days, Calendar possibilities, and Final Assessments. At the end of October, the Registrar will provide the committee with more information on the number of days necessary or desirable for final exams based on the number courses with scheduled finals versus those courses which do not use scheduled finals. The committee will continue to consider definitions of final examinations and final assessments. They will also endeavor to find out more about the needs, during the last week of classes, of science courses with laboratories.
- VI. The next SSC meeting will be on Tuesday, October 3, 2017 in the Senate Conference Room, Hall 123.