

**University Committee on Academic Policy  
2008-09 Annual Report**

**Committee Name: University Committee on Academic Policy (UCAP)**

**Chairperson: R. Sekhar Chivukula**

**Meetings Held: 2008: Aug 28, Sep18, Sept 25, Oct 11, Oct 23, Nov 6, Nov 20, Dec 4**

**2009: Jan 15, Jan 29, Feb 12, Mar 19, Mar 26, Apr 2, Apr 16, Apr 30**

Give a brief description of committee activities and/or issues discussed and actions taken/recommendations made and to whom.

1. UCAP provided response to ECAC regarding Trial Changes in Academic Year Start Date and Fall Welcome. (9/4/08)
2. Committee endorsed draft Undergraduate Learning Assistant (ULA) policy and authorized the Chairperson to forward it to the Provost. (9/18/08)
3. Committee approved UCC Proposal 4 that recommends that at least 12 credits counted toward the requirements for a student's minor must not be used to fulfill the requirements for that student's major. (9/18/08)
4. Committee approved UCC Proposal 5 that establishes that a student cannot pursue a minor when completing a major of the same name within a field-of-study. (9/18/08)
5. Committee considered and approved the requests from the Department of Economics to add grade-point average requirements in the Bachelor of Science and the Bachelor of Arts Degrees in Economics, with suggested modifications in the proposed catalogue language. (9/18/08)
6. Committee considered and endorsed the request to change the admission requirements for the Bachelor of Arts Degree in Hospitality Business and recommends The School of Hospitality Business website reflect the range of GPAs of previously admitted students and the corresponding historical data showing the trend of GPAs for those admitted to the program. (9/25/08)
7. Committee considered and endorsed the request to add a grade-point average requirement in the Bachelor of Arts Degree in Journalism. (9/25/08)
8. Committee briefed by Mike Kasavana, Chairperson, Athletic Council and Jim Pignataro, Director, Student Athletic Support Services on proposed NCAA regulations regarding non-traditional courses that will be considered at NCAA's conference in January 2009. (10/23/08)
9. Committee discussion on Course Repeat Policy resulted in the decision to collect data on the extent of the repetition of courses at MSU and the extent to which current policy met the needs of students in order to decide whether further consideration of this topic was necessary. (10/23/08)
10. Committee approved UCC Proposal 1 that will remove the limitation that minors must carry the same field-of-study name as the major. (11/6/08)
11. Committee considered and endorsed the request to establish a minor in

Computer Science with an admission requirement and a recommended change in catalogue language reflecting that 18 credits is the maximum number of credits allowed in the minor without special permission. (11/6/08)

12. Committee discussion and subcommittee work on proposed revision of Integrity of Scholarship and Grades policy. (11/6/08, 11/20/08)
13. Committee heard comments from Dr. Fred Fico regarding a proposed amendment to the MSU Antidiscrimination Policy. (11/20/08)
14. Committee appointed R. Sekhar Chivukula as the UCAP representative to the Academic Year Review Task Force. (11/20/08)
15. Committee discussion and formation of subcommittee to review Course Repeat Policy. (12/4/08)
16. Committee discussion and work on Integrity of Scholarship and Grades policy revision proposal. (12/4/08)
17. Committee formed new Religious Observance subcommittee to integrate the recommendations received into a revised proposal. (12/4/08)
18. Committee considered and endorsed the request to change the admission as a junior in Music statement recommending that Insert 1 to the proposed catalogue language be revised to state that the upper division performance examination is a prerequisite for the courses required for the degree and not a prerequisite for admission to junior standing. (1/15/09)
19. Committee considered and endorsed the request to require a grade point of 2.00 in CEP 430 in the Bachelor of Arts degree in Special Education, Deaf Education area of emphasis. (1/15/09)
20. Committee considered and deferred decision on the request to require a grade-point average of 3.00 for admission into the Production Animal Scholars Concentration in the Bachelor of Science degree in Animal Science. (1/15/09)  
Request was withdrawn by department. (1/29/09)
21. Committee reviewed proposed revisions to committee bylaws and developed recommendations to present at Academic Council. (1/15/09)
22. Committee discussion and subcommittee work on Course Repeat Policy. (1/29/09)
23. Committee discussion and subcommittee work on Integrity of Scholarship and Grades draft. (1/29/09)
24. Committee considered and endorsed the request to establish a linked BS-MS program in each of the following departments: Civil Engineering, Computer Science, Electrical Engineering, Environmental Engineering, and Mechanical Engineering. (2/12/09)
25. Committee discussion and subcommittee work on Religious Observance and Course Repeat Policy. (2/12/09)
26. Committee completed work on Integrity of Scholarship and Grades policy proposal and accompanying letter to Academic Council and Faculty Council. (02/12/09) This proposal was subsequently adopted by Faculty Council (02/17/09) and Academic Council (02/24/09).
27. UCAP considered a proposed amendment to the MSU Anti-Discrimination Policy (ADP), hearing opinions from Professor Fred Fico and Ms. Paulette Granberry Russell. Action was deferred until Ms. Kristine Zayko, Deputy General Counsel, could

- present her opinion to the committee at its March 26 meeting. (3/19/09)
28. UCAP considered and endorsed the proposed revision to the Outside Speakers Policy with suggestions for three minor modifications. (3/19/09)
  29. UCAP considered a proposed amendment to the MSU Anti-Discrimination Policy, hearing the opinion of Ms. Kristine Zayko, Deputy General Counsel. In its response to ECAC, the committee suggested the proposed amendment had significant legal deficiencies and that the committee members were not persuaded that modification of the ADP is necessary. In addition, UCAP recommended that action on the proposal be delayed until a review of the MSU ADP by appropriate university standing committees and the Office of the General Council had been completed. (3/26/09)
  30. UCAP recommended that the request for a moratorium on admission to the Bachelor of Music degree in music therapy be granted. (3/26/09)
  31. UCAP deferred decision on the request to require a grade of 2.00 in HRT 259A, HRT 259B, and HRT 259C in the Organic Farming Agricultural Technology Certificate. (3/26/09)
- Note: The request was subsequently withdrawn by the College of Agriculture and Natural Resources.
32. Committee discussion and subcommittee work on the proposed revision to the University Policy on Religious Observance. (3/26/09)
  33. UCAP approved a proposed revision to the Religious Observance Policy. (4/2/09)
  34. Committee discussion and subcommittee report on research and review of the MSU Course Repeat Policy. (4/2/09) and (4/16/09)
  35. Committee heard report on status of Academic Year Review Task Force. (4/16/09)
  36. Election of 2009/10 officers and representatives to other governance committees (4/30/09).
  37. Committee discussion and subcommittee report on research and review of the MSU Course Repeat Policy. (4/30/09)

### **Comment on matters pending before the committee and matters that should be considered in 2009-10.**

In addition to considering proposed programmatic revisions, the committee will pursue approval of the proposed revision of the Religious Observance policy (see item 33 above) through the governance process and, in collaboration with the University Committee on Faculty Affairs (UCFA), will consider the modified proposal to revise the Anti-Discrimination Policy (see item 29 above). UCAP will also likely be asked to comment on proposed changes to the Academic Year Calendar.

### **Comment on problems and/or issues that have made the work of the committee more difficult.**

Many units proposing programmatic changes do not provide sufficient justification for the changes, and often do not provide evidence that the changes requested are necessary. It would be helpful if the necessary forms submitted to the Registrar's office to initiate consideration of these changes were changed to require this explicit information.

**Please make any suggestions about how the academic governance system might be modified to improve the committee's work.**

Coordination between standing committees needs to be improved. For example, UCAP communicated proposed revisions to the Religious Observance Policy to UCFA, UGC, and UCSA in May 2008 – but not all responses and suggestions were received until April 2009