

**JOHN CARROLL UNIVERSITY**  
**UNIVERSITY COMMITTEE ON EDUCATIONAL POLICIES**

Angela Krueger, Catherine Sherman, Todd Bruce, John Ambrose, Rebecca Drenovsky,  
Margaret Farrar, Rick Greci, Jim Krukones, Anne Kugler, Kathleen Manning, Al Miciak,  
Michelle Millet, Maryclaire Moroney, Olivia Shackleton, and Walter Simmons

May 8<sup>th</sup>, 2019  
9:00am, CAS Conference Room

**NOTES**

Present: C. Sheil, J. Ambrose, A. Krueger, C. Sherman, J. Krukones, M. Moroney, W. Simmons, R. Drenovsky, K. Manning

The minutes from April 24<sup>th</sup> were approved.

C. Sherman opened the meeting with general announcements. The faculty reviewed and voted on the academic sanctions policy, which was approved. UCEP then approved the policy as well. It will be placed in the academic bulletin launching in fall 2019. The faculty is scheduled to review the experiential educational procedural document when they reconvene in the fall. Finally, the minor in residency policy is posted for university comment until May 30<sup>th</sup>.

Attention then turned to the Bulletin, which is transitioning to an online presence with Smart Catalog. A. Krueger demonstrated the site to the committee and revealed what it will potentially look like when it goes live, hopefully in early June. In addition to being mobile friendly, all information will be in a centralized location. The workflow and copyediting piece are still under revision. A. Krueger shared there will be training for chairs and that there will be one more opportunity for departments to revise their respective sections. R. Drenovsky strongly recommended that the working group send out a notification about the Bulletin before faculty contracts end for the spring. She feels there is often a common feeling among faculty that they are not made aware of information and in this instance, it could not be possible to over-communicate. J. Ambrose agreed, and commented that staff, especially those in the Academic Affairs division, often share similar feelings. J. Krukones also agreed that communication around the bulletin is important. He also asked for clarification about the bulletin name. C. Sherman responded that it would be the 2019-2020 bulletin. Additionally, once the current graduate bulletin expires, it will also transition to a one-year cycle. A. Krueger stated that moving forward new bulletins will be rolled out every spring in preparation for fall registration. A request was made that clarification be provided around the impact of changing catalog terms if a student is interested in changing their major. C. Sheil wondered if it would make sense to merge the Undergraduate and Graduate Bulletins into one document. A. Krueger said that in her observation, most institutions in Ohio keep them separate, although it depends on the vendor used. C. Sherman also posed the idea of having four-year plans for all departments.

Discussion then pivoted to action items for summer working groups. A. Krueger asked if any committee members had suggestions to add to the already established list. R. Drenovsky commented that she often runs into difficulty with scholarship students. She observed that the faculty originally designed the transfer core to apply to traditional transfer students, not recently

graduated high school students who have completed enough CCP credits to qualify them. She then suggested the subgroup examine the abbreviated core and research how other schools handle this issue. A. Krueger highlighted the complexity of the issue when she stated the importance of being sensitive to both a student's emotional maturity and the University's overall enrollment numbers. She also mentioned that similar data was benchmarked earlier in the year, which could be revisited in conjunction with the core director. J. Ambrose wondered if this might apply to Advanced Placement credit as well. A. Krueger suggested the need to consider staggered credit acceptance (i.e. 30 credits for freshmen, 45 credits for second semester sophomores, 60 credits for juniors, etc.). C. Sherman then asked if there were any other enrollment or admissions-related ideas to add. R. Drenovsky proposed the need to evaluate current admission criteria for transfer students and how readmits to the university are determined. It was then suggested that a review of transfer application and transcript deadlines also be completed. M. Moroney inquired after the course number and course leveling working group, which A. Krueger invited her to join. J. Ambrose asked about the goal of the working group; A. Krueger clarified that it was to create definitions for 100-200-300 level courses and to bring all departments in alignment. Finally, R. Drenovsky advocated an examination of the withdrawal deadline. She observed that John Carroll's deadline is typically much later than that of other institutions. As it is, she feels this causes a downward spiral that affects both the individual student and their classmates. C. Sheil commented that since now all students receive mid-term grades, it would make sense to bring the withdrawal deadline in alignment with the mid-term grade deadline. C. Sherman reminded the committee that working group would also review the following topics: earning a second baccalaureate degree, transcript deadlines, the audit policy, and internship for credit registration deadlines.

After no further discussion, the meeting concluded at 9:54am.

Notes recorded by S. Payne