

JOHN CARROLL UNIVERSITY
UNIVERSITY COMMITTEE ON EDUCATIONAL POLICIES

Angela Krueger, Steve Herbert, Todd Bruce, Ed Mish, Rebecca Drenovsky, Chris Sheil, Rick Grenci, Jim Krukones, Kathleen Manning, Michelle Millet, Maryclaire Moroney, Lisa Brown Cornelius, Zeki Saritoprak, Walter Simmons, Charles Stehlik, and Olivia Shackleton

April 29, 2020
9:00am, Zoom Meeting

NOTES

Present: A. Krueger, C. Sheil, Z. Saritoprak, C. Stehlik, M. Moroney, R. Drenovsky, E. Mish, K. Manning, J. Krukones, T. Bruce, S. Herbert, R. Grenci, W. Simmons. Guests: Colleen Sommerfeld, Kris Tibbs.

A. Krueger welcomed guests Colleen Sommerfeld and Kris Tibbs to the meeting.

The meeting minutes from April 15, 2020, were approved.

With no general announcements, discussion then transitioned to the Graduate Studies policy proposals on the agenda.

The Committee reviewed the proposed Commencement policy. The policy makes the distinction clearer between graduation and commencement, much like the policy in the Undergraduate Bulletin. A. Krueger specifically highlighted the language about “walking short.” R. Drenovsky stated that, while most students want to be able to participate in an event to mark the end of their time here at JCU, only having one commencement ceremony per year may prevent them from doing so. She also recognized that language in the previous policy was not as specific as it should have been and therefore a lot of exceptions to the policy were made. The Committee discussed whether students should be able to walk short with more than six credit hours remaining in their program. K. Tibbs mentioned that many students complete the full-time MBA program over the summer. Raising the six-credit limit to nine would allow these students the opportunity to participate in the spring commencement ceremony. C. Sommerfeld observed that the Counseling program expects students to complete nine credits each semester, as well. R. Drenovsky then suggested updating the policy language to read that a student must have no more than 9 credit hours or 20% of their total program hours left to complete in order to be eligible to participate in the spring commencement ceremony. The percentage would allow for uniqueness across programs, especially as some increase their total credit hour requirements. This suggestion was met with widespread approval. A. Krueger then wondered if there had ever been an August ceremony. M. Moroney stated that there had been, but it was eliminated due to cost savings. She then asked if the GPA requirement should be stipulated in the policy, as it is for the undergraduates. A. Krueger indicated that, yes, the policy could mirror the one in place for undergraduates by including the need to have a 3.0 GPA as well as a documented plan for how the student will complete their credits, such as through the petition system. C. Sheil agreed, as Biology graduate students take courses elsewhere over the summer and transfer the credits back to JCU. It was observed that these changes would now allow more students the opportunity to walk in the May commencement ceremony, while also permitting for flexibility in

the event life intervenes. S. Herbert recommended that the committee not become too granular with policy language. He clarified that the policy should reflect who can and cannot take advantage of this, as well as include the process and who may be involved in the approval of any exceptions. He also suggested that a guiding philosophy be articulated in the policy. A. Krueger will edit the policy to reflect the outcome of today's discussion and include a philosophy for dealing with exceptions.

Small changes were proposed to the Graduation policy. A. Krueger stated that the policy was adjusted to remove specific dates and instead references the Registrar's website as the source of that information. T. Bruce agreed with this decision, especially if there are unexpected shifts in the academic calendar. If everything points to one place, only one change will need to be made.

The Committee then discussed the new Change in Graduate Program of Study policy proposal. This policy outlines the necessary steps a student should follow if they move from a Boler program to an Arts and Sciences program, or vice versa. A. Krueger explained that it was written as a "go-between" for the two colleges, but that it may also allow for movement between programs, too (for instance, moving from an M.S. in Accountancy to an M.B.A.). T. Bruce appreciated that this will allow JCU to better keep track of students. R. Drenovsky wondered if this documentation would require a new form to be created or if it could be submitted through OnBase. A. Krueger stated that the current graduate petition form is not built to handle this type of request; it would require creating a new form. T. Bruce wondered if the form could be hosted in Slate rather than OnBase, as the new college would need the ability to review the student and evaluate them for admission. From an admissions perspective, C. Sommerfeld agreed that it would make more sense to house the form in Slate. S. Herbert also suggested including the necessary GPA requirement as a means of closing any loopholes.

The Committee next discussed the new Academic Forgiveness policy proposal. R. Drenovsky provided context for the need of the policy and then stated that it was benchmarked against other universities. T. Bruce wondered if there would be any aid implications. A. Krueger will send the policy to Claudia Wenzel in Student Enrollment and Financial Services for review.

The Continuous Enrollment policy proposal was then discussed. This is another new, and necessary, policy to ensure graduate students are enrolled on a continual basis. A. Krueger clarified that the policy establishes what happens when students do not register for courses. The policy, in addition to revisions to the Registration and Normal Load of Study policies, reiterates that students must register for each semester. This will ensure students are appropriately coded to allow for better university follow-up, as necessary.

The final policy discussed was the Course Repeat proposal. This is another new policy that outlines common reasons for courses to be repeated and how they are included in a student's GPA. The recommendation to change the language to "course attempt" to align with the undergraduate policy was made and agreed upon.

After no further comments, A. Krueger will make all the necessary edits and determine who the policies need to be sent to next.

The meeting concluded at 10:01am.

Notes recorded by S. Payne