**KANSAS WESLEYAN UNIVERSITY**

**Academic Affairs Committee**

**September 23, 2019**

**Minutes**

**Present:** Anita Specht (Chair), Karen Brassea, Jasmin Dauner, Damon Kraft, Trish Petak, James Townsend

**Absent Excused:** Andrea Picklesimer

**Call to Order:** Anita Specht called the meeting to order at 3:30 pm in PH325

**Unfinished Business:**

* None

**New Business:**

Item One – Work on form A

* Grading scale
* Pre professional terminology p50 in the catalog
* Honors Convocation
* Academic honesty information and training (Turnitin review)
* Review travel policy
* Ensure any academic issues are dealt with in a timely manor

Item Two – Courses with new codes will now be highlighted in the computer system so students will not take the same course twice. This was confirmed by Jasmin Dauner.

Item Three - Review academic policies from the catalog by January 15th

* Look at repeat policy in MBA etc.

Item Four – A question about the 2.0 transfer student policy was raised by Karen Brassea. It was decided that this is not part of the academic affairs committee purview and should be referred to the enrollment committee.

Item Five – It was discussed that that committee will be looking at the meanings of the grade scale descriptors and possibly changing or removing them altogether.

Item six – A discussion about possibly changing the GPA scale for each of the grades occurred. This will be reviewed in the future.

Item seven – A change verbiage of W was discussed with “A grade has not been given as a result of student initiative to withdraw from the course or the university in accordance to the add drop policy” being suggested.

Item eight – The committee was tasked with looking at the grade scales of other schools (+/-) and bring it back to the table at the next meeting for discussion.

Item nine – It was discussed that we should look at the pre-professional terminology (p50 in the catalog). The committee will discuss in the coming months.

Item Ten – The committee will look at the honors convocation. How do we want to do that at the end of the year? Look at possibly having a sacred time for monthly convocation.

Item Eleven – The committee will be reaching out to faculty and students to reiterate the academic honesty policy.

Item Twelve - Meeting days for the semester were decided.

Day and Time - Mondays 3:30-430 pm in PH325

i. Oct 28th for the next meeting

ii. Nov 11th

iii. Dec 2nd (if we have one)

**Next Meeting:** Monday, October, 20129 at 15:30 pm in PH325.

**Adjournment:** With no further business to address, Anita Specht adjourned the meeting at 16:17 pm.

Respectfully submitted,

*James Townsend*

Associate Professor and Meeting Recorder