

Associate Deans Council

February 7, 2019

Meeting Minutes

Present: Paul Beuhler, Carmen Balthazar, Armin Kargol, Tharren Poplion, Kathy Gros, Michael Rachal, Kathy Barnett, Nate Straight, Mary Algero,

INTRODUCTIONS

1. Kathy Barnett is back as Associate Dean for the College of Business

OLD BUSINESS

1. Approval of minutes from January 10 meeting
 - a. Motion to approve, second. Minutes adopted.
2. Implementation of the Credit Hour Policy (Tom Ryan, Nate Straight)
 - a. Policy approved, now requires an implementation plan
 - b. Asking for all new courses to follow the policy
 - c. Asking all units and departments to select one course from their inventory to make sure course is in compliance with this policy
 - d. Nate Straight: demonstrated the worksheet to be used for credit hour calculations
 - i. Concerns that faculty will need help understanding how to fill out form
 - ii. Working session for faculty to bring syllabi
 - iii. If faculty have activities that aren't listed, how would they add it? They would need to work with Nate to add the activity and find a way to allocate the appropriate time. ADC would have to vet each estimate.
 - iv. Nate will send document to ADC, check to make sure all course activities are included
3. Modification to Math placement policy (Armin Kargol)
 - a. Provost asking ADC for feedback pretty quickly
 - b. MATH 092 was developmental Math, students got no credit for degree
 - c. Proposal is to sunset 092 and resurrect MATH A117; students that needed 092 will be placed into A117 (and get credit)
 - d. Will require updates to Math Placement
 - e. Science majors new sequence:
 - i. ACT 18 or below: MATH A117
 1. Next step A118 Precalculus,

2. Next step A257 Calc I

- ii.
- f. Non-science new sequence:
 - i. ACT 19 or above: MATH A115
 - 1. Next step is MATH A116 or Statistics
 - ii. ACT 18 or below: MATH A117
- g. Students below ACT 18 are usually going to transfer to non-science major
 - i. If they take A117, and then transfer, course can count in place of T122 or A115
- h. Business students take A115 to A116
- i. Math is also asking to change number from A117 to A110 (makes better in a sequence)
- j. Loyola doing away with Magis program, but students will be coded to identify. They will no longer be admitted provisionally and will not start on probation. Retaining MATH A120 Magis Enrichment: 1 crs additional course to help students in math courses. Will now be an optional course, connected to A110.
 - i. This course will use adaptive learning function of ALEKS
 - ii. Comment: would like A120 to be required in concert with A110, agreed
 - iii. Consider changing A120 to A111
- k. Revise placement policy that was just approved, post in 2019 Bulletin Academic Regulations. Approve Math proposal, so it can go to UCCC to make official.
- l. For majors the end with T122, they don't take placement.
- m. Adopting policy; MATH A117 to A110; A120 to A111; A110 + A111 corequisite
- n. Motion to adopt, second. Motion adopted without objection.

4. Academic Action Letters (was: John Levendis)

- a. Levendis proposed to standardize probation/suspension letters
- b. ADC discussed suspension appeals should not be decision of only 1 Associate Dean, but would be reviewed by full undergraduate ADC
- c. Would require a change in Academic Actions policy what the grounds to appeal a suspension.
 - i. Students on probation must maintain semester GPA of at least 2.3, must have a cumulative GPA of 2.0 within 2 continuing semesters on probation
 - ii. If student on probation does not make a 2.3 semester GPA, they are suspended
 - iii. If a student on probation does not make 2.0 cumulative GPA by the end of their 2nd continued semester on probation, they are suspended
- d. Implementation starts in the Fall
- e. Probationary semesters: initial semester, 2 continuing semesters
- f. Appeals handled jointly by ADC: yes
- g. Kargol will revise policy statement, bring to next meeting

- h. Tharren will revise notification letter. Would like to keep clear explanation of what the appeal should entail, must focus on extenuating circumstances.
 - i. As soon as a student is suspended, all courses are dropped
 - ii. Not looking for specific medical records, could also be notification from University Medical Center
 - iii. Students have to disclose focus on “documentation” only
- i. Notifications being sent by email. Give them specific date to appeal (policy is 5 business days).
- j. Concern over Incomplete grades: Law calculates GPA based on date of semester’s end. Not retroactive in response to Incomplete grades being resolved. This should go in the policy and in the letter.

NEW BUSINESS

1. Limits on accepting old courses (Armin Kargol)
 - a. Students with course credit from old courses. Could notify students that courses may not transfer into majors. Would need to be more strict across the board, especially for previous Loyola degree programs.
2. Separate add/drop dates for online courses (Armin Kargol)
 - a. On-ground students don’t realize that there are different deadlines for online courses.
 - b. Best thing to do is continue informing students about online course drop add dates