

Agenda items for ADC Meeting August 23, 2018

1. Approval of Minutes from meeting on 5/15/18 & 6/20/18.
2. Election of ADC chair. Nominations are open. Armin Kargol is a nominee. Others?
3. Revision of the Academic Actions policy: Provost Council sent it back with some comments. The main issues seem to be the following:
 - Clarify the issue of appeals: what is appealable? What documentation should be submitted with the appeal?
 - Clarify the format of appeals: must be as e-mail
 - Clarify timing of appeals: Uriel suggests that 14 days for appeal and 14 days for response may be too long. The appeal has to be resolved before the start of the following semester
 - Clarify the issue of semesters. What about May term, J term etc.?
4. New template for the Student Affairs Memo to Faculty: those memos we got when students had an emergency or were diagnosed with a non-disability related health condition (Asia Wong – 3pm)
5. Provost request for policies for online students:
 - Attendance and Credit Hour Equivalencies for Online: We need something like this: <https://www.creighton.edu/sites/www12.creighton.edu/files/group-basic-page/group-basic-page-file/Documenting%20Credit%20Hours%20for%20Distance%20Education%20Courses%201.pdf>. The ADC can either write our own or ask the Standing Committee on Online Education to write.
 - Classroom Environment (note: elsewhere we do say online students are bound by the regular Student Code of Conduct). **Online & Off-site Programs:** The online learning environment and all extension sites (including practicum and internships sites) are considered a “classroom”. All students using Blackboard, whether enrolled on-campus or online, participating in practicums or internships, or taking courses at an extension site are expected to abide by this policy and not engage in behavior which is disruptive to the educational process, regardless of the mode of course delivery.” We just need to confirm this language is adequate. The ADC may wish to have a larger conversation about student conduct and academic integrity online.
6. Revise the Academic Affairs Continuity Plan: we need to simplify the policy for online students (see the google doc linked below). Also, what follows is the link to the plan Maria Calzada sent to the University today: <http://academicaffairs.loyno.edu/sites/academicaffairs.loyno.edu/files/Academic-Affairs-Continuity-of-Operations-Plan-2018-August-10.pdf>
7. ALEKS: This year we had major issues with students not taking ALEKS in time to arrange their schedules according to their math placement. The options are:
 - Drop ALEKS and return to the old placement by ACT/SAT scores. Possibly increase the threshold for Calc eligibility from 24 to 25 or 26.
 - Keep ALEKS as a secondary placement criterion: students are provisionally placed according to ACT scores. If they want a higher/lower placement they need to take ALEKS. If they don't, their placement according to ACT stands.

Continue using ALEKS as a primary criterion but we need to find a method to encourage/force students to take ALEKS early, possibly as part of their application process. Is ALEKS hurting our recruitment?

8. Courses required by other colleges (Medical Ethics, Making Moral Decisions): how can we coordinate the offering of these courses. The instructors/departments do not know when the courses are needed.