

2018 January 23 ADC Special meeting

Present: Carmen Balthazar, Kathy Gros, Uriel Quesada, Christian Bolden, Mary Alvaro, Angie Hoffer, Missy Hernandez, Nathan Amet, Patrick Armstrong,

Introductions made with new attendees.

- Bolden is here for Honors
- Hernandez is Director of Advising
- Amet is Director of Admissions

Special meeting requested by the CAS Dean & the Provost. Had a few items they wanted this committee to discuss and make recommendations. Wanted ADC input on several topics.

Concerns: memos that we get from Student Affairs regarding students missing an overwhelming number of students. What should be done with students with sicknesses or injuries that require missing multiple weeks throughout the semester above the attendance policy set by the course instructor. Decision was to develop a Minimum Attendance Policy.

Other two issues involved the Academic Amnesty and the Summer Probation policy. Both came out of Academic Affairs retreat.

The provost requested ADC to discuss the following proposals:

1. Revised Academic Amnesty Policy
 - a. Repeat a class once or several times?
 - i. Some majors have required classes and required grades, and students who cannot make minimum grades taking courses over and over. When students do not make the grade, CAS talks to the students about alternative degree paths & programs.
 - ii. Some programs (Science, Business, Music) have prerequisites students cannot fail. Retaking multiple courses could put students behind with regard to Financial Aid, and students and families need to know.
 - iii. Academic Amnesty affects repeating classes and replacing hours and grades. Requires at least C- or lower.
 - iv. Recommendation: students can request Academic Amnesty at any time before an undergraduate degree is conferred.
2. Minimum Attendance Policy
 - a. Faculty already enforce in-class attendance policy, 2-3 classes missed then grades start slipping.
 - b. Right now, Student Affairs memos accompany student accommodation with substantial absences, many faculty believe those long-term absences are approved.
 - c. Issue comes from University does not have a minimum attendance policy for undergraduates.
 - d. Is this topic something within the purview of the ADC?
 - i. May need to come up with some language and forward to Senate and UCCC.

- e. How is reasonable accommodation or long-term absence determined? Instructors aren't supposed to see medical records, students should not be appealing directly to professors over medical items. But what policy should be used when students are missing excessive courses?
 - f. Recommendation to speak with Senate or invite Dr. Nystrom to the next ADC meeting.
3. Summer and Probation Policy
- a. Students can utilize Summer and Academic Amnesty policy to get back into good standing.
 - b. Financial aid considerations come into play at Loyola.
 - c. Is it ethical to allow students under suspension to take courses in the Summer?
 - d. Case by case basis as it is already.