

Associate Dean Council
May 15, 2018
Meeting Minutes

Present: Armin Kargol, Naomi Yavneh, Mary Algero, John Levendis, Missy Hernandez, Tom Ryan, Kathy Gros, Michael Rachal, Patrick Armstrong, Carmen Balthazar,

Guests: Debbie Danna, Christina Dimaggio

Old Business:

1. Introductions: Christina Dimaggio with the Honors Program
2. Review minutes from April 11, 2018
 - a. Typo on second 3b
 - b. Motion to approve as amended, second. Approved.
3. Expiration of UG Courses
 - a. When do Undergraduate courses expire for transfer credit approvals?
 - b. Should Loyola have expiration dates on UG courses?
 - c. AJCU listserv did not respond.
 - d. SACSCOC listserv did not address issue.
 - e. Some universities do set limits. 8 years was the one reference.
 - f. Support for accepting Core course for transfer indefinitely.
 - g. Considering majors courses won't be accepted.
 - h. Preference to set default at 8 – 10 years disallowed, but can petition major program for acceptance.
 - i. Discussion over current Loyola rules on transfer credits and residency requirements.
 - j. Table issue until August.

New Business:

1. Election of New Chair
 - a. Motion to nominate Mary Algero until August
 - b. At first August meeting ADC will conduct election of chair
2. Introduction of new Associate Dean
 - a. Armin Kargol is Interim Associate Dean of CAS
3. P/F Study Abroad Grades – Debbie Danna
 - a. Loyola sends students to very strong institutions. Students who are not used to the systems at foreign universities are struggling.
 - b. Students sign to acknowledge translation of grades back to Loyola
 - c. Case study from other institutions shows little consistency in study abroad/exchange grades
 - d. Don't believe Loyola exchange courses should average in to Loyola GPA. Transfer courses do not average into GPA.
 - i. These courses are not Loyola courses.
 - ii. Different than actual Loyola courses taught abroad

- e. Preference: Any non-Loyola study abroad grades, including exchange, will not be counted in Loyola GPA.
 - i. Should not matter to graduation audits of 30 last crs at Loyola.
 - ii. Motion to approve. Second.
 - iii. Approved.
 - iv. Armstrong will forward to the UCCC.
- f. Use Pass/Fail moved to Pass/No Pass. No Pass shows that you tried, don't get credit. Is this a preferable model?
 - i. Not count grades towards GPA, give them a Pass/No Pass option for one class.
 - ii. Develop appeals process? Will be difficult to conduct a grade appeal for a course in a different country, what would be the criteria for the appeal?
- g. Other universities use different systems entirely, many Loyola students are not expecting the class format of courses at other universities.
- h. Transcripts: CIE transcripts from school of record can sometimes cost students up to \$500. Can we just accept transcript from CIE? Would be an official transcript.

4. Registration of New Students – Missy Hernandez

- a. Admissions surveys recently went out.
- b. Registration date is May 29
- c. How are we supposed to register students for a full schedule?
- d. Can we use ACT/SAT scores for Math Placement instead of ALEKS?
 - i. If ALEKS score is not available, use ACT/SAT scores for initial placement in Math and Science, focus on Calculus eligibility, continue to require ALEKS to verify placement.
 - ii. Motion, second.
 - iii. Motion carries. Confirm with Patrick Corbin first.
- e. Will need to verify ACT/SAT grades are appropriate. Patrick Corbin.
- f. There are not enough course sections available to host incoming students
- g. Will need to communicate with Patrick Corbin and Admissions.

5. Master Schedule – two issues:

- a. Most courses are offered TR from 9:30-11am. This is a consistent issue.
- b. Departments have difficulty assigning an appropriate course rotation for offerings.
- c. Make this a priority for August