

5-26-1989

Academic Standards & Curricula Review 5-5-89 (received 5-9-89)

Marshall University

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Recommendations from Academic Standards and
Curricula Review Committee

May 5, 1989

Recommendation #1

The motion was made to approve the report of the Curriculum Sub-committee. The motion was seconded and approved. See attachment #1.

Senate President:

* Approved Rainey Duke Date 5/26/88
Disapproved _____ Date _____

University President:

* Approved Wan Tsz-put Date 6/3/89
Disapproved _____ Date _____

Recommendation #2

The motion was made to recommend that prerequisites for upper division courses be left to the discretion of the department chairs. The motion was seconded and approved.

RATIONALE: Based on a review of catalogs of several large universities it was found that very few upper division and graduate courses listed prerequisite courses. It was also expressed that prerequisites can prevent students from exploring new areas or otherwise engage in intellectual curiosity if all or many upper division courses carry prerequisite courses.

Senate President:

Approved Rainey Duke Date 5/26/89
Disapproved _____ Date _____

University President:

Approved Wan Tsz-put Date 6/3/89
Disapproved _____ Date _____

* Approved except for action # 1. It was suggested that a more appropriate title be used for ITL 115. This will be sent back to the committee

MEMORANDUM

TO: Mahlon Brown, Chairman
Academic Standards & Curricula Review

FROM: Mary Etta Hight, Chairperson
Curriculum Sub-Committee

DATE: May 4, 1989

RE: Action Taken on Curricula 1 May 1989

The Curriculum Sub-Committee met on 1 May members representing all colleges except COE and COFA were present. Betty Jo Jarrell (CC) also attended. The following actions were taken:

1. APPROVED COURSE TITLE CHANGE

ITL 115 Library Research Methods (1 hour) to Library Survival

2. RETURNED NEW COURSE PROPOSAL

CR 479/579 Pharmacology in Counseling (3 hours)

This course proposal was returned for the following reasons:

- a) the title abbreviation exceeds 25 characters;
- b) the course listings (CR 479/579) do not match the listings in the attached letters of endorsement; and,
- c) abbreviations such as DSMIIIR and others need to be clarified.

*In addition, this upper-level course does not specify any pre-requisite, and the possibility of cross-listing this course with psychology also needs to be considered. Both the pre-requisite and cross-listing issues are to be studied by the Standards Sub-Committee of AS & CR. Thus, the Curriculum Sub-Committee does not wish to act on proposed courses that involve these two issues until AS & CR and the Senate resolves the question and adopts a policy for guidance.

3. APPROVED PROGRAM CONSOLIDATIONS AND TERMINATION

The Management Technology Program (Associate Degree) will now have four specializations:

Business Management Technology
Industrial Management Technology
Real Estate Management Technology
Retailing Technology

4. (Approved May 5, 1989) New Course Proposal

GEO 417/517 Coal Industries Studies: Past and Present (3 hours)

NOTE: The title abbreviation needs to be reduced to 25 characters.

sent back to the committee to get a better title

Attachment B

POLICY ON MANDATORY ATTENDANCE

The Community College faculty considers regularity of attendance and punctuality as two major elements in the maintenance of a satisfactory scholastic record. Each faculty member will at the beginning of class announce, provide in writing, and have each student sign his/her attendance policy. When a student exceeds the established limits, the faculty will notify the Dean.

In all courses, the attendance policy will conform to the following standards:

1. Definition of Absence

An absence is assessed each time a student is not in attendance during a regularly scheduled class period or laboratory session. In each semester, the assessment of absences begins with the first scheduled day of class.

Courses provided by the Community College have varied lengths for their class sessions. Absences will be assessed in proportion to the time spent in each session. In courses that have 50-minute sessions, missing one class session will constitute one (1) class absence. In courses meeting for 75 minutes, missing one class session will equal one and one-half (1 1/2) absences. In courses meeting for 150 minutes, missing one class meeting will constitute three (3) absences.

Absences resulting from illness and death in the immediate family may be excused at the discretion of the instructor. Absences for institutional activities (those approved by the academic deans, such as debate, artistic performances and athletics) are to be excused. To be considered for an excused absence, the student must report and verify the reason for the absence to the instructor in a timely manner. For such excused absences or other pre-arranged excused absences, the student should not be penalized.

Absence from a class, lecture, or laboratory session, excused or unexcused, does not relieve a student from the full responsibility for class work and assignments or accountability for the absence incurred.

2. Penalties for Class and Laboratory Absences

Faculty may impose an academic penalty for one (1) to six (6) unexcused absences or any part thereof.

A student who has more than six (6) unexcused absences will be required to meet with the Dean. Unless there are extenuating circumstances, the Dean will withdraw the student from the course. If withdrawn, the student will receive the grade of W, WP or WF, depending on his/her date of withdrawal and class standing. The student's next registration will require the Dean's approval.

3. Student Appeals of Administrative Withdrawal

The student has the right to appeal the administrative withdrawal. See Catalog, pp. 68-76. ~~The appeal must be in writing and directed to the Community College Readmission Committee. The appeal must be received within five (5) working days from receipt of his/her notification of administrative withdrawal. The student is expected to attend class during the appeal period. The decision of the committee is final.~~

4. Penalties for Exam Absences

Students are required to take all regular examinations. If a student attends a course throughout the semester and is absent from the final examination without permission, the instructor counts the examination as zero and reports the final grade of "F". If the absence is the result of illness or some other valid reason beyond the control of the student, as determined by the instructor, the grade of "I" is reported, and the student may, upon application, take the examination at a later date. (See Catalog for additional information on Incomplete Grades and Grade Appeals).