

University of Wisconsin-Milwaukee

Academic Policy Committee

December 5, 2018

MINUTES

1:00 pm, Lubar N456

PRESENT: J. Boyland, S. Boyd, W. Heinrichs, H. Hosseini, T. Howard (x-o), K. Kirshtner, T. O'Brien (chair), S. Zlotocha
EXCUSED: N. Bird-Soto, K. Cosier, R. Freer, S. Gronert, R. Swaminathan

- I. *Call to Order.* The meeting was called to order by Chair T. O'Brien at 1:00 p.m.
- II. *Approval of Agenda and Minutes.* The agenda was approved as presented. The minutes of the November 12, 2018 meeting were approved as presented.
- III. *New Business.*
 - A. S31, Incomplete Grades - Kristin Roosevelt, Chair of Academic Staff Committee, explained the reasons why the Academic Staff Senate did not pass the revisions to S31 as made by the APC in February 2017. The AS Senate was concerned about granting one year to complete the course and student and faculty responsibilities to monitor the next steps. S. Zlotocha provided data on incompletes. After discussion, S. Boyd moved and J. Boyland seconded revising S31 back to the original language, "A course marked incomplete must be completed *during the next succeeding semester, excluding summer sessions and UWinterim.*" Motion passed with a vote 6-1-0.
 - B. Uniform Syllabus Policy- Legal suggested adding a link to S49, Smoke and Tobacco-Free Campus Policy, to the Syllabus Links. K. Kirshtner moved and J. Boyland seconded approving the revision to add to the document. Motion passed unanimously.
 - C. Revisions from Codification- K. Kirshtner, Chair, presenting
 1. FD2635 Requirement for Receiving University Honors. K. Kirshtner moved to remove the word "such" in the first sentence of policy and to replace the clean version with the tracked version so that the language matches. S. Boyd seconded the motion passed unanimously. The document as revised will be returned to Codification.
 2. Undergraduate Concurrent Enrollment Policy. Codification requested a clarification of "curricular track". S. Zlotocha drafted a definition: *The term "curricular track" means the catalog of courses available to students within their particular degree program.* J. Boyland moved and H. Hossein

seconded to approve the definition as presented. Motion passed unanimously. The document as revised will be returned to Codification.

3. Internal Credit Transfer Policy. Codification requested a clarification of “curricular track” in the policy. S. Zlotocha drafted a definition: *The term “curricular track” means the catalog of courses available to students within their particular degree program and, in the case of flex, mode of instruction.* J. Boyland moved and H. Hossein seconded to approve the definition as presented. Motion passed unanimously. The document as revised will be returned to Codification.

D. Other. None.

IV. The meeting adjourned at 1:34 p.m.