Minutes of the Committee on Academic Standards, Admissions and Financial Assistance
August 20, 1987

Members Present: Hugh Haynsworth, Tom Langley, Michael Morgan, Susan Morrison (chair), Ike Stoneberger.


1. The meeting was called to order at 9:05 a.m.

2. Minutes of the July 29, 1987 meeting were circulated and approved with minor corrections as noted on the chair's official file copy of the minutes.

3. In response to a request of the committee, Bill Lindstrom provided information regarding the number of course withdrawal requests processed by the Undergraduate Studies Office in 1986-87. In 1986-87, 182 requests were approved and 48 requests were denied. A summary of the nature of each request was provided to the chair.

4. Turning to the agenda, Prof. Morrison raised the issue of the admissions policy statement which had been distributed to the committee. Dean Burkhart is concerned that the high school units required of entering freshmen in September, 1988 will deny access to capable students, especially those from out-of-state. These requirements were developed by the South Carolina Commission of Higher Education and were approved by the faculty in 1982. Only 37% of the freshman class of 1986 met all the requirements. The deficiencies were distributed over all areas. More students were deficient in science than in any other subject area.

The SCCHE is scheduled to reconsider these requirements at their September meeting. The committee deferred any action on the policy statement until after the results of the SCCHE meeting are reported.

5. Acting on a memorandum from Deans Lindstrom and Powers, the committee adopted the following changes in the Undergraduate Bulletin. The underlined sentence of item (b) will be presented for the vote of the faculty. All other changes will be reported as information only, as they involve no changes in policy.

a) Add the following paragraph to the section titled "Grade of I" (p. 323):
The grade of I also signifies that an agreement has been established between professor and student as to the quantity of work remaining to be done, the deadline established for its completion, and a schedule of meeting times. It is recommended that this agreement be made in writing with both professor and student having a copy.

b) Add the following to the section titled "Absence from Examinations" (p. 324):

Examinations must be taken at the time scheduled (refer to the appropriate copy of "course information" or obtain a copy from the Registrar) except when [a] two or more exams are scheduled simultaneously or [b] the student has three consecutive examinations. Permission to reschedule one exam may be obtained from the Office of Undergraduate Studies with written permission of the instructor. This permission must be obtained prior to the first day of the examination period.

c) Replace the appropriate paragraph in the section titled "Grade Point Ratio(GPR)" (p. 325) with the following:

THREE YEAR TRANSFER OPTION

Students readmitted to the College after an absence of three or more years may choose to have their previous College of Charleston record treated as transfer credit if they achieve a GPA of 2.50 or better upon the completion of 15 semester hours. Previous work at the College will remain on the students' permanent records; however, only course work completed since readmission will be used to calculate their cumulative GPA. Students choosing this option should request it in writing by addressing their request to the Office of Undergraduate Studies.

NOTE: Students choosing to apply the three year transfer option to their record should be aware that any D course work done prior to readmission will not count toward graduation requirements.

While discussing the above memorandum, the committee agreed to add consideration of the need for faculty to give exams when scheduled and to turn in grades on time to our future agenda.

6. Acting on a memorandum from Dean Lindstrom, the committee moved acceptance of additions to the statement in the Undergraduate Bulletin regarding recognition of a student who earns two majors. The additions will be reported to the faculty as information.
The same memorandum presented a statement regarding recognition of a second degree. This statement was discussed and returned to Deans Lindstrom and Powers to be clarified and returned for further consideration.

7. The committee briefly discussed whether it was appropriate for students who elect the three-year transfer option to receive academic honors. Suggestions included:
   a) Do not consider any type of transfer student for honors.
   b) Increase the in-residence hours needed for honors to ninety.
   c) Declare three-year option students ineligible for honors.

Ike Stoneberger, Mike Katuna and Bill Anderson (ex officio) were asked to draft a statement for committee consideration. Bill Anderson agreed to research the issue.

8. Prof. Morrison determined when those present were free to meet during the fall and will select a regular meeting time after checking with Prof. Anderson, Prof. Katuna and Miss Hope.

9. The meeting adjourned at 11:40 a.m.

Submitted by,

[Signature]

W. Hugh Haynsworth