

From: Kennedy, Heidi A
Sent: Tuesday, January 06, 2009 11:25 AM
To: Morales, Jeanette F
Subject: request for UC review

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Ms. Morales:

in a recent conversation regarding disapproved medical withdrawals requests it was suggested to our office to reconsider the terminology used to phrase the deadline.

Would you please present this to the appropriate Undergraduate Council committee for review?

Thank you.

Heidi

Medical Withdrawal & Administrative Withdrawal policy:: phrase on deadline of request:

"It is expected that the request will be filed as soon as possible, no later than the end of the semester following the semester in which the coursework was taken."

Proposed language change for deadline phrase:

It is expected that the request will be filed as soon as possible, no later than 140 calendar days after the close of the term in which the coursework was taken.

Points for consideration:

- clear, quantitative and consistent deadline
- answers concerns of terms not equal in number of days (eg winter term, summer sessions)
- parallels other policy language of appeal deadlines that are termed in days (eg 90 days for grade appeals)

Thank you for your consideration.

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1/6/2009

Academic Policies and Procedures Committee Report

To: Larry Williams, Chair
Undergraduate Council

FROM: Simon Bott
Academic Policies and Procedures Subcommittee

SUBJECT: Subcommittee Report February 25th, 2009

DATE: February 18th, 2008

The committee "met" via e-mail during the week of February 2nd. Members participating in the discussions (including other email communication): Amanda Baumle, William Munson, Norma Olvera, Charles Peters, Kevin Simon, Rebecca Achée Thornton, Dana Wierzbicki and Simon Bott.

The following documents and other issues were discussed:

UC 10225 09S - Medical & Administrative Withdrawal

This proposal simply asked that the vague phrase "end of semester" in the regulations for these withdrawals be replaced by the more specific 140 days. The committee unanimously recommended **approval**.

→ calendar

UC 10230 09S - Library Representation on Undergraduate Council

Larry Williams proposed that the by-laws of the UC be modified to add the inclusion of a continuing-appointment librarian to the council. Dr. Williams accepted a friendly amendment that the librarian be a non-voting member; the intent of the change being to increase and improve communication between the library and the UC. - 1 year ~~term~~ appointment
- will need to amend Bylaws.

The committee unanimously recommended **approval** of the amended document.

It should be pointed out that by-laws are not usually a charge of the APP Subcommittee. However, as the initial suggested membership of an *ad hoc* bylaws committee was made up solely of APP members, the APP was asked to review this proposal.