**Associate/Assistant Deans Council**

**Agenda for Tuesday, January 25, 2022**

**Upcoming Meetings**

February 22, 2022

March 22, 2022

April 19,2022

**New Student Orientation Dates – Summer 2022**

June 7 – 10, 2022 (On-campus)

July 12 – 15,2022 (O-campus)

August 2, 2022 (Tentative, On-campus)

August 3 – 4, 2022 (On-campus)

August 5, 2022 (Virtual)

**SCORES Academic Competition**

Friday, April 8

**CONTINUED AGENDA ITEMS**

**Status of Proposed Revision to AA - 15** (Withdrawal dates, high demand courses, etc.)

Brian Morgan

* Proposal Attached
* Proposed Catalog Text Attached

Proposal was reviewed at BAPC meeting on January 20. There was general support for the proposal, but they had a couple of questions.

1. *Can we get clarification regarding whether the withdrawal policy applies to grad students as well?  Would they use the same electronic withdrawal form and have the same deadline?* (Yes?)
2. *Could we be provided with revised text for the online catalog(s)?  Carl Mummert pointed out that the catalog language is not a carbon copy of the BOG policy, so it is important to have revised catalog text to ensure the changes are accurately reflected in the catalog.* (Attached)

Need to resubmit to BAPC by February 16.

**NEW AGENDA ITEMS**

**Proposal for D/F Repeat Exception**

Sherri Stepp

* Our current policy follows WVHEPC Policy Series 22 that was effective August 1, 2002.
  + Current catalog text matches this policy.
* In 2018, Policy Series 22 was changed to remove the 60th credit hour limit.
  + Marshall and WVU were exempt from this rule.
  + WVU later adapted a similar version of the rule.
* As a result of the transfer of authority from WVHEPC to BOG, we do not have an actual AA policy for the D/F Repeat Rule.

**Proposed Revision:**

*The Budget and Academic Policy Committee (BAPC) recommends that an exception clause be added to the D/F Repeat Rule for all undergraduate students that states: If a student has experienced a genuine extenuating circumstance that has resulted in a grade of D or F past the 60th earned credit hour, they may submit an application with evidence and a written statement of appeal to the D/F Appeal Committee comprised of the Director of Undergraduate Academic Advising, the Assistant Dean for Advocacy and Support, and a representative from the Office of the Registrar requesting approval to extend the D/F repeat rule to the applicable courses. The application must be submitted prior to enrolling in the course no later than the last day for schedule adjustment for the current term for which the exception is requested. Only the first graded attempt at a course is eligible to be D/F repeated. D/F Appeal Committee decision is final.*

**D/F Repeat Rule (Repeating Courses) from our current catalog text:**

*If a student earns a grade of D or F (including failures due to regular and/or irregular withdrawal) on any course taken no later than the semester or summer term during which the student attempts the sixtieth semester hour, and if that student repeats this course prior to the receipt of a baccalaureate degree, the original grade shall be disregarded and the grade or grades earned (excluding a W) when the course is repeated shall be used in determining his/her Grade Point Average. The original grade shall not be deleted from the student’s record.*

*The D/F Repeat Rule applies only to graduation requirements and not to requirements for professional certification which may be within the province of licensure boards, external agencies, or the West Virginia Board of Education.*

*Adopted by West Virginia Higher Education Policy Commission (Series 22)  
Effective August 1, 2002***.**

**Next Review: Dead Week Policy**

Sherri Stepp

* This policy is the next policy to be reviewed.
* I will be convening a group to discuss ASAP.

**ADDITIONAL DISCUSSION**