

Council of Academic Deans
May 7, 2013

Summary and Action Items

- **Plan to Strengthen Non-Attendance Compliance:** Dr. Michael Heintze and Dr. Chris Murr discussed the importance of the 12 day census report for documenting attendance. Documentation of attendance is needed to meet federal financial aid requirements. Appropriate revisions will be made to PPS 4.02.
- **Proposal to Strengthen Unofficial Withdrawal Compliance:** Dr. Michael Heintze and Dr. Chris Murr discussed and explained the benefits of a “U” grade (unearned F). Faculty are to assign the grade of “U” if a student fails to attend 60 percent of the class. This proposal will be implemented in fall 2013. Appropriate revisions will be made to PPS 4.07.
- **Commencement:** Dr. Debbie Thorne discussed commencement and the implemented procedures taken due to overcrowding.
- **Admissions Update:** Dr. Michael Heintze and Dr. Mike Willoughby provided updates on undergraduate and graduate admissions.