**Curriculum and Policies Subcommittee Meeting Minutes**

**March 31, 2020**

**Voting Members Present:** Bennett Adamson,Chair Molly Bolger, Joan Curry, Leslie Dennis, David Ortiz, Claudia Stanescu, Richard Vaillancourt, Joost Van Haren

**Non-voting Members Present:**  Roxie Catts, Neel Ghosh, Greg Heileman, Abbie Sorg, Alex Underwood

**Voting Members Absent:** Kirk Dimond, Moe Momayez

Chair Molly Bolger called the meeting to order at ­­­3:30 p.m. A quorum was established with 8 voting members.

1. **Approval of Curriculum & Policies Subcommittee meeting minutes, 2/25/20**

Claudia Stanescu moved to accept the meeting minutes from 2/25/20 as submitted. David Ortiz seconded the motion. The motion passed with 8 votes in favor .

1. **Policy Proposals**
   1. **Proposal to Revise the Grade Replacement Opportunity (GRO) Policy –** submitted by Advising Resource Center

This proposed update would change the deadline for filing a GRO to later in the semester, and would also change the cap for GROs to 3 courses rather than the current “3 courses, not to exceed a maximum of 10 semester hours.” The intention of the change in the deadline is to give students more time to file for a GRO, making that deadline the same as the deadline to drop with a W. The intention of the change in the GRO cap is to reduce negative impacts students may have if they do poorly in one or more courses worth more than the usual 3 units (many language courses and lab science courses are 4 or 5 units); the current 10-unit cap can effectively reduce the number of courses students can GRO.

Discussion commenced:

* What is the GRO deadline now? Currently it is in the 4th week of a 16-week semester. The change would push the deadline to the 10th week.
* Many students don’t realize they need to file for a GRO, and believe that if they’ve enrolled in a course a second time, that the GRO is assumed. Pushing the deadline back will give more time to students to decide if they want to GRO a course, as well as giving more time to advisors to reach out to students repeating courses to ensure they know they need to file for GRO in order to take advantage of that opportunity.
* The change in deadline could help reduce the number of petitions the General Petitions Committee receives each semester, as many petitions are to add a GRO after the deadline has passed.
* Is there any concern that the changed deadline could result in grade manipulation? No, since the deadline would be the same as the W deadline, students would still have the opportunity to drop with a W. If anything, this could reduce the number of students using a GRO on a course only to drop the course with a W later. It will allow students to make more informed decisions about when they use the GRO.
* The change to the cap is intended to reduce the negative impact on students that take 4- or 5-unit courses; would the change in turn negatively impact students enrolled in 2-unit courses? No, since the current language already lists a cap of 3 courses, it wouldn’t change these students’ ability to GRO courses at all.
* If a student had already reached their limit of 3 GROs, and wished to GRO a 4th course, would it be possible for them to “undo” one of their previous GROs? No, once a student has used the GRO for a course, that action cannot be retroactively undone. This element of the GRO policy will remain unchanged.
* If a student has already reached their limit of 3 GROs, can they still repeat courses to prove proficiency in a required subject? Yes, students can repeat courses without using a GRO if needed in order to prove proficiency. When students repeat a course without using the GRO, both the original grade and the grade from the repeated attempt are included in the student’s GPA.

**Molly Bolger moved to approve the proposal as submitted. The motion passed unanimously with 8 votes in favor.**

* 1. **Proposal to Revise the 18-Unit Cap on Withdrawals Policy –** submitted by Advising Resource Center

This proposed update would add a provision to reset the Withdrawal cap for students returning for a second undergraduate degree, and would also change the Withdrawal cap to 6 courses rather than the current 18 units. The intention of the added provision it to allow students completing a second degree the same flexibility afforded to students completing their first degree (or students completing their first UA degree). The intention of the change in the Withdrawal cap is to reduce negative impacts students may have if they need to withdraw from one or more courses worth more than the usual 3 units (many language courses and lab science courses are 4 or 5 units); the current 18-unit cap can effectively reduce the number of courses students can withdraw from.

Discussion commenced:

* How many students would be impacted by this change? It would be a small number across the institution, but the provision for second degrees would be impact a higher proportion of students at distance campuses, especially military students.
* Would the change to the Withdrawal cap negatively impact students that take 2-unit courses? Yes, changing the cap from 18 units to 6 courses could reduce the number of 1- or 2-unit courses students can withdraw from. Based on concerns surrounding this point, the proposer and the committee agreed to remove this element from the proposal, and only pursue the proposed provision for students returning for a second undergraduate degree.
* Under what circumstances would the 18-unit cap be reset for students? For students that completed their first degree at the UA, and have returned for a second degree. This would not apply to students that are changing their major, or to students that are returning to the UA after a period away without completing their first degree.
* If a student withdrew from fewer than 18 units during their first degree, then graduated and returned for a second degree, would those unused units be added to their new 18 unit limit? No, the units would not be bankable for future degrees, so the cap will never be greater than 18 per degree.

**Molly Bolger moved to approve the proposal as submitted. The motion passed unanimously with 8 votes in favor.**

Molly adjourned the meeting at 4:15 p.m. The Curriculum and Policies Subcommittee will be adjourned until the Fall 2020 semester.

*Respectfully Submitted by Abbie Sorg, 4/9/20*