Bill led discussion on these two issues:

### 1- Academic Update
- On 2/19, Board of Regents performed an audit of degrees to assess compliance with degree requirements in course catalog.
- Looked at 39 degrees awarded per semester for last three semesters
- Almost all failed to comply with requirements
- After audit findings are formally reported, a “Plan of Compliance” will be drafted detailing how we will address this issue.
  - Plan 1: Electronic degree audit system will help minimize these issues in near future.
    - System is in effect now for all academic programs.
  - Plan 2: Analysis of Transfer Credit Procedures

### 2. Course level Description Document
- Committee members reviewed document for course level descriptions via email prior to meeting and gave feedback.
- Committee members suggested minor revisions, consolidating upper and lower division undergraduate course descriptions.

**Decision:**
- Course level descriptions document was approved.

**Action:**
- Bill will edit per committee suggestions
- Next Christy will forward to Faculty Senate for vote of approval.
Discussion led by Matt Moore:

1 - Registration - Auditing Classes:

- Recommended Revision:
  Regularly enrolled students at UNO may be admitted to classes as Auditors by obtaining written permission from the Chair of the department in which the course is taught and the Dean of the College in which they are enrolled. Others must obtain official admission to the University in addition to obtaining permission, as indicated. The fee for auditing a course is the same as for enrolling for credit. Auditing fees are not refundable.

Once a student has audited a course, they will not receive university academic credit by any means of advanced standing, examination, or advanced placement on previously audited work. Students are allowed to enroll and receive academic credit for previously audited work by enrolling in the course for academic credit.

Students are allowed to Audit courses in which they previously earned academic credit.

Students may not change from audit to credit after the last day to add a course. With permission of their Dean, they may change from credit to audit within the first 15 class days of the semester (7 class days in the summer).

- Action: Need to vote on approval.

2 - Changing Catalog Year

- Recommended Revision:
  Students will not be allowed to change their Catalog Year for the current term. The current term begins on the first day of classes. Students may change their Catalog Year at any time; however, after the term has begun (the first day of classes), the change of Catalog Year will be made effective for the next available term. All Catalog Year changes must be declared at least one semester prior to the expected graduation term.

- Action: Need to vote on approval.

3 - Appeals – Student (General)

- Recommended Revision:
  When extraordinary circumstances compel a student to request an exception to University Policy or Regulations, the student must petition the Committee for Student Appeals, a standing committee of the Office of Academic Affairs, for exception.
  1. Requests for exceptions must be made within one semester following the end of the semester that is being appealed.
  2. Students may not petition for exceptions after graduating.
  3. All committee procedures are confidential, respecting the privacy of the student.
  4. Committee decisions are final.
The procedure for appeal can be found on the Appeal Form found on the Registrar's Website at http://registrar.uno.edu.

- Deans meet on 3/2 to discuss improvements to the appeals process. Will update on this later.

4 - Areas of Concentration – still waiting on a response from the Colleges that wanted this included

5 - Medical Withdrawal Policy – See Appeals Policy

6 - Student Suspension Policy – should put in a hyperlink to Student Affairs

7 - Changing Majors, Minors, Concentrations, and Options

- Recommended Revision:
  Students will not be allowed to change their Program of Study/Major for the current term. The current term begins on the first day of classes. Students may change their Program of Study/Major at any time; however, after the term has begun (the first day of classes), the change of Program of Study/Major will be made effective for the next available term. All Major, Minor, Concentration or Option changes must be declared at least one semester prior to the expected graduation term. Additional Majors or Minors can be dropped at any time.

Comment: This is where the loophole is being found. The loophole being “updating of catalog year” is not explicitly said to not occur during graduation semester [eesh, double negative]. Also, I believe it shouldn’t even mention changing Program of Study as that is covered above. Action: Need to vote on approval.

- Action: Need to vote on approval.

8 - Catalog Year

- Recommended Revision:
  A student must meet all the requirements for a degree in one Catalog. A student is assigned their Catalog (by year) corresponding to their initial enrollment to the University. A student who breaks enrollment (either voluntary or by compulsion) is assigned a new Catalog (by year) upon re-enrollment to the University. A student may elect to change their Program of Study/Major or Update their Catalog Year at any time during their academic tenure; These changes will be made effective the upcoming term, hence these changes must be made before the first day of class of the expected graduation term. The Catalog (by year) in force at the time of the Change of Program/Major will be the Catalog (by year) used to evaluate the student for satisfactory academic progress toward degree and/or graduation requirements.

- Action: Need to vote on approval.

**Christy will schedule next meeting to review and vote on these changes.**

ADJOURN: 2:15pm