

Senate Scholastic Standards Committee

Agenda 10/31/2023

Co-Chairs: Karen Bresciano, Jamie Kleinman

A. Welcome and Introductions

- ***Karen Bresciano, Co-Chair**, The Graduate School
- ***Jamie Kleinman, Co-Chair**, CLAS, Psychological Sciences, Avery Point
- *Maureen Armstrong, Dean of Students Office
- *Kelly Burke, Engineering, Chem & Biomolecular
- *Robin Coulter, Business, Marketing
- *Carrie Fernandes, Financial Aid (**absent**)
- *Holly Fitch, CLAS, Psychological Sciences
- *Gavin Kuebler, USG (**absent**)
- *Morty Ortega, CAHNR, Natural Resources and the Environment
- *Sharyn Rusch, CLAS, Advising Center, Biological Sciences
- *Lawrence Walsh, Office of Admissions (**absent**)
- Erin Ciarimboli, Office of Undergraduate Advising
- Sarah Croucher, Provost's Office, Academic Affairs
- Lindsay Cummings, SFA, Dramatic Arts (**absent**)
- Jennifer Lease Butts, Honors and Enrichment Program (Ex-Officio Member) (**absent**)
- Brian Rockwood, Registrar's Office
- Lauren Schlesselman, CETL, Academic Program Assessment and Learning Initiatives (**absent**)
- Christine Wenzel, Center for Students with Disabilities

B. Approval of Minutes 10/17/2023

- a. The minutes were approved unanimously.

C. Announcements

- a. Karen Bresciano shared that Christine Wenzel will soon be invited to an SEC meeting. Maureen Armstrong added that this is a university issue and not just one related exclusively to SSC or the SEC. Discussion ensued around the potential creation of a committee to address this issue.

D. Updates

- a. Temporary Grades and Academic Engagement
 - i. **Karen Bresciano** asked for clarification on the role of Scholastic Standards on this topic and asked the group for any updates and their thoughts. Maureen suggested a statement in the Provost's Office newsletter to remind people on the definitions of temporary grades. **Holly Fitch** shared that she has concerns around faculty concerns around entering 'last date of engagement' when they go to upload their grades in HuskyCT. She suggested additional communication to faculty so they are aware of the why behind the change and what to expect. **Sarah Croucher** also clarified that this change will happen in the Spring semester and should not affect grading this term. Discussion ensued on the best way to communicate this to faculty and **Jamie Kleinman** suggested using a

departmental email as the best mode to ensure faculty fully read and understand the message.

b. Calendaring (Juneteenth holiday)

- i. **Karen Bresciano** summarized the issue and asked the group if they would like to move forward with putting together a formal motion to make Juneteenth a non-teaching day. **Morty Ortega** shared concerns about a lack of education or teaching about the importance of Juneteenth if students are not in class that day for a discussion. **Robin Coulter** emphasized that there is a lot of support from the university for making this a non-teaching holiday and suggested that the Provost Office or ODI ensure messaging or educational statements regarding the importance of Juneteenth go out in lieu of students discussing in class on the day.

c. Bunched finals

- i. **Karen Bresciano** summarized the issue and asked **Brian Rockwood** to present to the group about upcoming changes in the system regarding scheduling of final exams. **Brian Rockwood** reported that there are many “scheduled finals” that are not actually going to take place (replaced by a paper, etc). For the Spring 2024 semester, scheduling finals will be an opt-in model so that “scheduled finals” that are not actually final exams will not be in the system. **Brian Rockwood** said he anticipates far lower numbers of final exams in the system from next semester, which will dramatically impact the bunched final counts (on paper) in a positive way. **Brian Rockwood** shared that this is part of a broader change taking place regarding scheduling from the Registrar’s office and that his team has been working with department admins on scheduling and space management. **Karen Bresciano** will reach out to USG to check on the student participants on this committee as they are an essential part of this discussion. **Robin Coulter** raised a question about class scheduling and room availability when it comes to a professor having a back-to-back class in different buildings that are far away. **Brian Rockwood** shared details on how this can happen specifically in the School of Business and **Karen Bresciano** asked if we would like to add this topic as a separate agenda item. Discussion ended. **Jamie Kleinman** shared that she does take-home finals and has a hard time determining when during finals those projects should be due without having a “final” scheduled in the system. She cautioned making all of these items due on the final day of finals and shared that she would like additional guidance on due date protocols for courses that have final projects or take home exams rather than an in-person final. **Karen Bresciano** agreed that this seems to be a gray area and warrants further discussion.

d. Drop/Add:

- i. **Karen Bresciano** summarized the issue and also reported that PeopleSoft is not set up to accommodate a different add date and drop date. **Brian Rockwood** shared numbers on the past two semesters, showing the number of courses added per day during the 10-day add/drop period (below). **Brian Rockwood** also shared that he spoke with enrollment services staff and the overwhelming

opinion there is that the date should not be moved earlier. He also reviewed the data.

Fall 2022						Spring 2023					
Date	Drops	Adds	Swaps	Totals	Day	Date	Drops	Adds	Swaps	Totals	Day
8/29/2022	1234	1724	762	3720	1	1/17/2023	1570	2340	856	4766	1
8/30/2022	1151	1349	707	3207	2	1/18/2023	1306	1693	759	3782	2
8/31/2022	949	1122	641	2712	3	1/19/2023	985	1252	592	2850	3
9/1/2022	778	889	453	2120	4	1/20/2023	485	725	375	1602	4
9/2/2022	463	492	243	1198	5	1/21/2023	159	201	112	472	Sat
9/3/2022	112	113	73	298	Sat	1/22/2023	378	406	185	969	Sun
9/4/2022	141	150	78	369	Sun	1/23/2023	725	945	410	2088	5
9/5/2022	273	267	123	663	Labor	1/24/2023	669	822	360	1862	6
9/6/2022	620	757	366	1743	6	1/25/2023	553	664	319	1539	7
9/7/2022	456	556	300	1312	7	1/26/2023	442	551	256	1262	8
9/8/2022	393	487	235	1115	8	1/27/2023	326	406	167	905	9
9/9/2022	344	450	259	1053	9	1/28/2023	134	144	64	342	Sat
9/10/2022	142	147	72	361	Sat	1/29/2023	315	294	122	731	Sun
9/11/2022	355	344	112	811	Sun	1/30/2023	819	1019	553	2398	10
9/12/2022	783	897	438	2118	10						

- ii. Discussion ensued and both **Robin Coulter** and **Holly Fitch** shared that educating students on their options during this period and understanding the ramifications of any changes they make is incredibly important. **Maureen Armstrong** reinforced the messaging that some students may be making late changes due to bursar holds or other financial aid complications. **Erin Ciarimboli** emphasized the point that a lot of students making these late changes are our most disadvantaged students and are not shopping around or making decisions lightly. **Jamie Kleinman** stated that it is not feasible to separate add/drop, and changing the day (from 10 to 7 for example), doesn't solve any issues, but she believes more attention is needed on this issue to help these students succeed.
- e. Review Academic Programs Glossary of Terms Document from Provost's Office
 - i. **Jamie Kleinman** shared that the due date for feedback has been changed from November 1st to November 10th and opened the floor to **Sarah Croucher** to speak on this – who is the intended audience for this document and what would it be used for? **Sarah Croucher** said that the audience for this glossary is internal - faculty, staff and students (if they want to) would be the audience for this document. She clarified that this is a starting point in ensuring common understanding and is not a formal policy. She clarified that feedback is requested to ensure there are no contradictions in the glossary against existing policies or protocols. She also added that the intention is not for this document to be a permanent file, but to act as a clarifying resource for ongoing projects. She shared that she has received great feedback thus far and will continue amending the glossary as additional feedback is received. **Morty Ortega** and **Robin Coulter** asked whether some items in this document may be better placed elsewhere, citing concerns about the long-term intent of the glossary and who will be in charge of managing this information and its accessibility. **Kelly Burke** stated that she has concerns about information living in multiple

places and ensuring accuracy. **Brian Rockwood** added that the Registrar's Office is reviewing this document closely as well. **Jamie Kleinman** stated that knowing who the actionable people are would be a helpful piece to this document.

E. New Business

- a. There was no new business presented.

The meeting was adjourned at 11:30 a.m.

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