

Minutes
Undergraduate Academic Affairs Subcommittee
January 17, 2019

Members in Attendance: M. Allen, D. Barbeau, G. Barker, E. Blessing, M. Bultas, E. Carnaghan, R. Cole, S. Cooper-Sadlo, J. Glassman, J. Haugen, S. Jayaram, A. Rellergert, S. Steadman, K. Thatcher, N. Westhus, R. Wood

Guest in Attendance: None

Call to Order: R. Wood called the meeting to order at 9:00am.

SPS Leadership and Organizational Behavior proposal:

- Major first – No questions – Motion to approve – Unanimous
- Minor – No questions –

cases where anticipated absences significantly interfere with the ability of the student to meet course objectives, the student may need to withdrawal from the course. This would give the faculty the authority to address. Jay to research and look into, send something else out.

Another suggestion was to have absence policy that has subpoints of where excused absences factor it. Break out religious holidays, medical reasons etc. A suggestion again was to look at Marquette's catalog.

On page 3 – Excused absences for authorized activities - some would like to see Conferences added to the list. It has not been an issue at this moment and Jay said if we want to expand the list we can.

Jay rewrote medical and sent out

Short term absence part – question what is documentation mean – example a student has anxiety so the student doesn't see a doctor for this, so they just email the professor stating they can't make class due to anxiety. When do we need, a doctor note versus just sending an email. Where do, the documentation go to? Is it up to the instructor? Possibly change to Instructors may require documentation. Jay to reword

Jay would like to vote on the first 6 pages in February, final discussion on the other 2 in March they can make the April Catalog.

Meeting adjourned at 10:28am