

TO: Kurt Kosbar, President, Academic Council

Subject: 2006-2007 Annual Report: Academic Freedom and Standards Committee

From: Lance Haynes, Chair

Submitted September 11, 2007

The Academic Freedom and Standards Committee took the following four actions during the past academic year:

1. **Instructor Drops.** On October 4, 2006, the committee recommended the following resolution to the Academic Council: "The AFS committee recommends to the Academic Council deletion of the provisions related to instructor drops and suspensions for unsatisfactory work from the UMR Academic regulations." The resolution was presented to the Academic Council on October 12.

2. **Prerequisites.** On January 10, 2007, the committee recommended the following changes to the Student Academic Regulations to the Academic Council. The changes were presented to the Council on January 18. A statement of relevant procedures from the Registrar, also included below, was also approved and presented to the Council on that date.

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C. **Prerequisites.** Students will not be admitted to any course (except as a "hearer") unless he/she has fulfilled all of the prerequisites or co-requisites stated in the catalog, or have obtained permission of the instructor to waive the prerequisites or co-requisites for the course. Petition forms are available from the Office of the Registrar. A course in which the student earned an "I" grade cannot be used for the purpose of satisfying prerequisites.

Changes in Schedule

A. **Procedure for Dropping or Adding a Course.** No change of any sort in an approved schedule will be considered official unless made through the Office of the Registrar and recorded in that office. If a student wishes to make changes in his/her schedule, they must consult the Office of the Registrar for the proper forms and procedures.1. If a student wishes to add a course to his/her schedule during the first two weeks (first week of an eight-week summer session) of a semester, he/she must receive the permission of his/her advisor and the instructor of the course. From the third through sixth week (second and third week of an eight-week summer session), the student must receive the permission of his/her advisor, the instructor of the course and the chair of the department teaching the course. Students may not add lecture, recitation or laboratory courses after the sixth week (third week of an eight-week summer session) of the semester.2. If a student wishes to drop a course from his/her schedule, he/she must consult with his/her academic advisor and the instructor in charge of the course. Detailed instructions are available on the ADD/DROP form provided by the Office of the Registrar. A copy of this form is returned to the department by the Office of the Registrar after the drop slip is processed. Permission to drop a

course will not be given until all laboratory or other equipment has been checked in to appropriate persons, nor until lockers and other storage space have been vacated. A student may also be dropped by the instructor if he/she does not have the prerequisites for the course. **and did not obtain permission from both the chair of the department concerned and his/her academic advisor to waive the prerequisites. (Prerequisite Waiver forms are available in the Office of the Registrar).** In all such cases the instructor shall notify the Office of the Registrar in writing. The Registrar shall change the student's official schedule accordingly and will then notify the student.

Procedures for Prerequisite Checking Proposed by Office of the Registrar October 27, 2006 Each academic department which offers courses will contact the Office of the Registrar and make arrangements to have the prerequisites checked for their course offering. The Office of the Registrar will update the student system as requested. The Office of the Registrar will send to each academic department that has course prerequisites checked, two weeks prior to classes beginning, and during the first week of classes, a report listing the students that do not have the required prerequisites for a class. The chair of the department will work with the students and the instructors to determine who should be dropped from the course due to lacking the necessary prerequisites. The department chair or the instructor should send notification to the Office of the Registrar to drop a student. Prior to the start of classes the department chair will notify the students. After classes begin, the Office of the Registrar will notify the student, and determine the appropriate refund amount.

3. Mid Term Evaluations. Last year, after some lengthy discussion, A/C passed a resolution supporting the idea of mid-term evaluations in principle but specifically declining to endorse the idea of an institutionalized or mandatory program. STUCO was encouraged to provide optional sample evaluations on the web or otherwise, should faculty care to use them.

This last fall, STUCO revived the issue, stating that a second poll of student showed that "the students still want mid term evaluations." Personnel and AFS were asked to give them a hearing.

On February 21, our committee was asked to attend a joint meeting of Personnel, AFS, the A/C officers, and representatives of STUCO, the Council of Graduate Students, and other interested parties to revisit the issue of mid semester evaluations.

As a result of this meeting, the AFS Committee approved the following statement on March 21: Pursuant to this referral, AFS representatives attended a meeting of all concerned parties called on 21 February. Insofar as no significant new information was presented that might address the faculty's concern with avoiding institutionalization of mid-semester teaching evaluations, the AFS committee intends to take no further action on this matter.

This statement was duly reported to RP&A.

4. Proposed changes to Faculty Bylaws and Student Academic Regulations. On April 6th, proposed changes to Faculty Bylaws and Student Academic Regulations were also reviewed and no objections were noted.