

University of North Texas at Dallas  
Academic Council Minutes  
September 25, 2018

**Voting Members in Attendance:**

Dr. Karen Shumway, *Dean, School of Business*  
Dr. John Gasko, *Dean, School of Education*  
Dr. Constance Lacy, *Dean, School of Human Services*  
Dr. Glenda Balas, *Dean, School of Liberal Arts & Sciences*  
Dr. Ali Shaqlaih, *Dean, Graduate School*  
Felecia Epps, *Dean, College of Law*  
Dr. Iftekhar Amin, *Faculty Alliance Vice-Chair*  
Rian Wilhite, *Director, Academic Advising*  
Brenda Robertson, *University Librarian*

**Non-Voting Members in Attendance:**

Dr. Betty H. Stewart, *Provost and EVP for Academic Affairs*  
John Capocci, *University Registrar*  
Luis Franco, *University Director of Undergraduate Admissions*  
Dr. Dawn Remmers, *Assistant Provost*  
Dr. Elizabeth Giddens, *Director of University Accreditation and Policy*  
Shaniece Miller, *Staff Council Representative*

**Approval of Minutes:**

*May 2018 Minutes approved with eight of nine voting electronically. (closed)*

**Old Business:**

*There being no Old Business to discuss, the Council moved on to New Business. (closed)*

All proposed changes are marked as such:  
New items are emboldened and underlined  
Deleted items are marked with a strikethrough line  
Justifications or clarifications are italicized.

**New Business:**

- A. Catalog Change proposal to the Course Repeat Policy (*John Capocci, University Registrar*)

**Current Text:**

Course Duplications

*A student may take a course a second or subsequent time. The Office of the Registrar will post duplications at the request of the student, at the request of an academic advisor or upon review of the student's record. Until a duplication is posted the Office of the Registrar includes a repeated course in the student's cumulative record of hours attempted and grade points earned. The Registrar includes without exception any course repeated more than once in the student's cumulative record of hours attempted and grade points earned. Departments may count the highest grade for departmental GPA requirements; however, the academic dean uses only the last grade recorded in certifying the student's eligibility for graduation.*

*Undergraduate students who enroll in the same course more than twice may be charged additional tuition amounts.*

Status Changes Due to Course Duplications

*A student request for the recording of a course duplication made before or on the last class day of any term or session will be reflected in the hours attempted and grade points earned at the beginning of the term/semester or session.*

*If a student who is on academic alert or academic probation requests the recording of course duplications, and the resulting adjusted CGPA equals or exceeds the minimum 2.0 academic standard, the academic alert or probation status will be removed if the student notifies the Office of the Registrar on or before the last class day for that term/semester or session. Otherwise, the student will remain on academic alert or probation for that enrollment period and be subject to attendant penalties.*

*If a student is suspended at the end of a term/semester during which the student has repeated a course and the posting of that duplication will result in a CGPA that would have been sufficient to be continued on probation at the end of that term/semester (or to be cleared), the student will be reinstated if the student requests the duplication and applies for reinstatement at the Office of the Registrar. The delayed posting of course duplications completed during prior*

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*enrollment periods cannot be used as a basis for altering suspension history or reinstating lost registration schedules.*

*Courses duplicated Fall 2005 and later will result in a re-evaluation of a student's suspension history beginning with the term that the duplication was completed. The delayed processing of course duplications and updating of suspension history cannot be used as justification for reinstating lost registration schedules.*

***New Proposed Text:***

***Course Repeat Policy for Undergraduate Students***

*Students may take a course a second or subsequent time. All course attempts are recorded on the UNTD transcripts. However, the highest grade of all the course attempts will be the only grade points and attempted hours that will be calculated into the most recent cumulative grade point average (CGPA) calculation impacting graduation and academic standing. Retroactive changes will not be made to the academic standing or semester grade point averages of previous terms.*

*Further, undergraduate students who enroll in the same course more than twice may be charged additional tuition amounts (see Tuition for Repeated Undergraduate Hours in this catalog).*

*Prior to enrolling in a repeated course, it is highly recommended that students consult with the Financial Aid Office and Student Financial Services for any possible financial liability.*

***Status Changes Due to Course Duplications***

*(Section eliminated due to policy change.)*

***Additional Information:***

***Rationale for Proposed Change***

*Student-friendly policy; for instance helps a student who may have received a D in the first attempt and then a W on the second attempt. Student still earns the credit for the course.*

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*Student does not have to notify the Registrar if they want something done or not. Allows for all students to be treated fairly and consistently and not rely on a student who may or may not understand a policy or what actions he/she needs to take.*

*It provides a cleaner academic record; Registrar can automatically run a process at the end of each term that calculates the repeated course into the CGPA (if needed) followed by the academic standing process. The academic standing does not have to be retroactively adjusted as a result of grade calculations.*

*Academic Standing and past term GPAs should not change unless institutional error to preserve the integrity of the student record.*

*Catalog language spends more time explaining when we would or would not change the status than in explanation of the policy.*

*The HighStreet consultant hired to assist with graduation audit issues strongly urged for this change to take place. It is not possible to completely program the current repeat rules into the audit, frequently rendering the audit inaccurate.*

*Motion passed with eight of nine voting electronically. (closed)*

B. Graduate Council announcement (*Dr. Ali Shaqlaih, Graduate School*)

- *The Graduate Council (GC) considers and supports all matters related to graduate education at UNTD.*
- *GC also serves as an executive committee to advise and assist the Dean of Graduate School.*
- *The GC shall operate under the Academic Council.*
- *The GC shall meet on the first Thursday of the month in the fall and spring semesters.*
- *Fall 2018 GC meetings: Oct. 4<sup>th</sup>, Nov. 1<sup>st</sup> and Dec. 6<sup>th</sup>: 2:30-4:00pm in DAL1-262.*

*Examples of routine considerations of the GC include:*

- *Program general requirements*
- *Admissions policies and processes*
- *Academic standards*
- *Graduate curriculum*
- *Graduate faculty membership*

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*Approval of Graduate curriculum*

- *Curriculum items originate from a Graduate faculty member*
- *Approve by the dept. Coordinator and/or the Academic Dean.*
- *Review by school Curriculum Committee*
- *Review by Graduate Council*
- *Review by Academic Council*

<i>2018/2019 Graduate Council</i>		
<u><i>Program/School/Dept.</i></u>	<u><i>Representative</i></u>	<u><i>Membership</i></u>
<i>1 Graduate School</i>	<i>Dr. Ali Shaqlaih</i>	<i>Non-Voting Member- Chair</i>
<i>2 Graduate Admissions/Services</i>	<i>Ms. Alounda Joseph</i>	<i>Non-Voting Member- Secretary</i>
<i>3 Master of Business Administration</i>	<i>Dr. Theodore Larson</i>	<i>Voting Member</i>
<i>4 M.S./M.Ed. in Counseling</i>	<i>Dr. Amy McCortney</i>	<i>Voting Member</i>
<i>5 M.S. in Public Leadership</i>	<i>Dr. Janiece Upshaw</i>	<i>Voting Member</i>
<i>6 M.Ed. in Curriculum &amp; Instruction</i>	<i>Dr. Jerry Burkett</i>	<i>Voting Member</i>
<i>7 M.Ed. in Educational Leadership</i>	<i>Dr. Eric Creeger</i>	<i>Voting Member</i>
<i>8 M.S. in Criminal Justice</i>	<i>Dr. Julie Siddique</i>	<i>Voting Member</i>
<i>9 Univ. Accreditation &amp; Policy</i>	<i>Dr. Elizabeth Giddens</i>	<i>Non-Voting Member</i>
<i>10 Registrar</i>	<i>Mr. John Capocci</i>	<i>Non-Voting Member</i>
<i>11 Undergraduate Advising</i>	<i>Mr. Rian Wilhite</i>	<i>Non-Voting Member</i>
<i>12 Staff Council</i>	<i>Mr. Arthur Lumzy</i>	<i>Non-Voting Member</i>
<i>13 Library</i>	<i>Ms. Brenda Robertson</i>	<i>Non-Voting Member</i>
<i>14 Faculty Alliance</i>	<i>Dr. James Agbodzakey</i>	<i>Non-Voting Member</i>
<i>15 Financial Aid</i>	<i>Mr. Garrick Hildebrand</i>	<i>Non-Voting Member</i>
<i>16 Graduate Students Council</i>	<i>TBD</i>	<i>TBD</i>

*For review only, no vote required. (closed)*

**Adjournment.**

Respectfully submitted.

Essence Cleveland

Executive Assistant to the Provost & Executive Vice President of Academic Affairs

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