Minutes – March 28, 2017 1-2pm, Faculty Conference Room
Provoost Council

<table>
<thead>
<tr>
<th>ATTENDEES</th>
<th>Michele Van Hoeck, Sam Pecota, Mike Kazek, Steve Browne, Gary Moser, Peg Solveson, Tamra Donnelly, Cynthia Trevisan, Tom Nordenholz, Sue Opp, Priscilla Muha</th>
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<tbody>
<tr>
<td>ABSENT</td>
<td>Marc McGee, Jim Burns, Mike Holden, Ryan Dudley, Graham Benton</td>
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<td>GUESTS</td>
<td>Jessica McGinley, Katie Hansen</td>
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1. Approve Minutes from March 14, 2017 and March 24, 2017

CONCLUSIONS
Both Approved

2. Withdrawal from a Course Policy

DISCUSSION
- Suggested changes made to policy & form
- What is the petition able state for add/drop? What is the norm?
- What is an allowable exemption?
- W’s vs. WU’s
- When a student is suspended before add/drop – all courses will be dropped, if after add/drop – all courses will receive a W – should there be exceptions made? – most say “no”

CONCLUSIONS

3. Repeat Course Policy

DISCUSSION
- Suggested changes made to policy & forms
- Can only repeat if grade is less than a C-, if above a C- you must receive permission
- Remedial courses & Coast Guard courses do not count against the repeat limits
- Going to look at East Bay’s averaging practices
- Credit/No Credit courses do not count against the repeat limits (can only take credit/no credit courses 3 times) – (?)
- Open University courses will not count toward repeat limits

CONCLUSIONS

4. Open University

DISCUSSION
- Nearing the end of their degree – want to take OU courses to save $ and avoid participating in the Corps of Cadets
- Do we want to allow this to take place?
- The student must understand that they may not find a spot in the course

CONCLUSIONS

5. Incompletes

DISCUSSION
- We don’t have a policy – do we need one? Seems so…
- 6 weeks for Fall & Spring - What about Summer session?
- They should already be receiving a passing grade

CONCLUSIONS
We need to develop a policy regarding incompletes

6. Other Policies

DISCUSSION

CONCLUSIONS

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<tr>
<th>ACTION ITEMS</th>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
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<tbody>
<tr>
<td>Send accomplishments from your 16/17 plan on a page to Tamra and she will submit to Brig</td>
<td>Everyone w/ a Plan on a Page</td>
<td>ASAP</td>
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<tr>
<td>Check on credit/no credit course practices</td>
<td>Peg Solveson</td>
<td>next meeting</td>
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