ACADEMIC STANDARDS SUBCOMMITTEE OF THE EDUCATION POLICIES COMMITTEE

PURPOSE OF THE SUBCOMMITTEE:

The Academic Standards Subcommittee: (a) recommends policy on all matters pertaining to academic evaluation of students, including admission, retention, grade assignment, and graduation; (b) recommends discipline policy regarding student academic dishonesty; and (c) approves the process for discipline regarding alleged academic violations by students and for grievance hearings in cases of alleged student academic dishonesty. Policy 402.12.6(7)

MAKEUP OF THE SUBCOMMITTEE:

The subcommittee shall consist of four faculty members and one student appointed from the Educational Policies Committee. Their terms will correspond to their Educational Policies Committee terms. Additional members may be appointed to the subcommittee for two-year terms by the Educational Policies Committee to lend expertise. Policy 402.12.6(7)

MEETING SCHEDULE FOR THE SUBCOMMITTEE: 2018-19

Meetings of the Academic Standards Subcommittee of the Educational Policies Committee will be held on the third Wednesday of every month, from 3pm - 4pm, in Champ Hall. This includes the following dates:

- October 17, 2018
- November 19, 2018 (note: Monday)
- December 19, 2018
- January 16, 2019
- February 20, 2019
- March 20, 2019

SUBCOMMITTEE AGENDAS

Each agenda will include New Business, Old Business, and Other Business. Other Business will include discussion items upon which no votes are taken, or information items.

Agenda items are welcome from any member. They are submitted to the chair.

Agenda items may be proposed to the chair by anybody in the USU community. When an agenda is proposed to the chair, it is at the discretion of the chair to include it on a subcommittee meeting agenda.

Complete agenda items (including documentation) must be submitted to the chair eight days prior to the meeting.

The subcommittee meeting agenda will be distributed to members seven days before each meeting.

SUBCOMMITTEE MINUTES

Meeting minutes will be taken by the subcommittee secretary and revised in conjunction with the subcommittee chair. Draft minutes will be distributed to the subcommittee no later than three business days after the meeting is held. The committee will have four days from distribution to review minutes, which will stand approved in not revised in that process.
MEETING PROCEDURES

There are seven voting members of the subcommittee, four of whom must be present at a meeting for quorum. If a subcommittee member is unable to attend a meeting, the subcommittee member should identify an alternate who will stand-in and vote by proxy, and notify the chair ahead of the meeting.

PROCESSES WITH EDUCATIONAL POLICIES COMMITTEE & FACULTY SENATE

The Academic Standards Subcommittee is a subcommittee of the Educational Policies Committee. As such, minutes from each subcommittee meeting are presented by the subcommittee chair at the next meeting of the Educational Policies Committee. If the subcommittee report is approved by the Educational Policies Committee, the minutes of EPC--including the minutes from the subcommittee--are forwarded to the Faculty Senate for approval.

Upon approval of the EPC report to the Faculty Senate, policy changes are implemented and appropriate materials (e.g., university catalog, websites) are updated. The timing of implementation of any actions by the committee follows these guidelines: (1) Any action by the committee that is to students’ advantage will be implemented immediately in banner but may not be updated in the General Catalog until the next catalog year; (2) any action by the committee that creates additional requirements for students will not be implemented until the next academic calendar year (summer term).

DISTRIBUTION

All documents (e.g., agendas, agenda items, and minutes) will be distribute via box.

MEMBERSHIP: 2018-2019

Membership for the 2018-19 academic year includes:

<table>
<thead>
<tr>
<th>Name</th>
<th>College/Department</th>
<th>Email</th>
<th>Phone</th>
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<tbody>
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