

**Student Academic Development and Achievement Committee**

- ✓ Sandra Wildfeuer (CRCD Math)
- ✓ Cindy Hardy (Writing)
- ✓ Jennifer Tilbury (Writing, English, Community and Technical College)
- ✓ Sarah Andrew (Adult Education Program Director, Bristol Bay Campus)
- ✓ Kelechukwu I. Alu (CRCD Math, Chukchi Campus)
- ✓ Robin Brooks (Student Success Coordinator, Interior Alaska Campus)
- ✓ Ben Kuntz (Writing, English, Kuskokwim Campus)
- × Kacey Miller (Student Services Manager, Northwest Campus)
- ✓ William Howard (Chemistry)
- ✓ Leah Berman (Mathematics)
- × Peter A. DeCaro (Communication & Journalism)
- ✓ Jennifer Schell (English)
- ✓ Gabrielle Russell (Rural Student Services Advisor)
- ✓ Lena Krutikov (Academic Advisor)
- ✓ ASUAF representative, Bernard Aoto
- ✓ Alex Fitts (Vice Provost & Accreditation Liaison Officer)
- × Mike Earnest (Registrar & Director of Enrollment Services)
- ✓ Holly McDonald (Associate Registrar)
- ✓ Jak Maier (Chair Dev Ed)
- ✓ Laura McCollough (Dean of Students)

**Notes:**

Meeting #3 minutes were approved pending adding full names and small typos.

**New Business**

**DEVS 111:** One credit, one time course that would be attached to 2 lower level developmental math classes. Jak Maier talked about studies that show students do well if they take this course as a corequisite or a pre-requisite to these 2 developmental math classes. This class helps students deal with math anxiety and also assists with organizational skills. She reports that there is no time in DEVM 055 and 054 to teach this study skills, so they would like to see a separate class for this.

Concerns arose about how to enforce this requirement in Banner -- it was decided that it would be made a corequisite for students. Some concerns arose as to flexibility -- students who took/had taken similar courses (similar courses exist on other campuses, for example). Concerns arose about access to the course for those taking in on other campuses. Jak told the committee that DEVS 111 would be available online as well as f2f, in synchronous and asynchronous delivery modes.

After voicing both concern and support, the committee unanimously approved the requirement for Fall 2018.

**Old Business**

Laura McCollough shared a google document with **bereavement policies**. She reviewed peer institutions to see what their policies are. One institution had a broader policy about authorized absences (military, maternity leave, death in the family, etc) that could be tailored to specific situations.

**Homework** for the next meeting is to review the different policies and determine what UAF students might need.

Examples include verification of the emergency, timeline for completion of work, etc. Laura stressed that if there is a policy that's written down, it's a clear standard for the instructor as well as a protection for the students -- clarity is key.

A larger policy about leave that is much more about the philosophy of student success might be desirable. Amber Cagwin, new Director of Disability Services, is working statewide to talk about a student leave of absence.

A concern arose about how far instructors have to go in their obligations. The committee agreed that it is a challenge to get students to finish an Incomplete. Sandra brought up that the syllabus requirement changes will be moving through Faculty Senate, so it might make sense to add a policy in along with that. Laura's office can help with the framework of the policy.

New UAF Withdrawal policy was discussed: Students will now be able to withdraw themselves online.

Update: Deferred grades will start turning to withdrawals this fall.