Meetings of the committee were held on September 19, 1981, October 23, 1981, December 4, 1981, February 4, 1982, March 2, 1982 and April 1, 1982. A final meeting is scheduled for Thursday, May 5, 1982 at 8:30 A.M.

At the September meeting Beverly Steele, Assistant Professor in the School of Nursing was elected chairperson.

A number of admissions and records issues were referred to the Committee by Frederick Sperry, Registrar. The following motions were introduced and carried regarding policies:

1.a. The academic unit should provide a published warning of academic course droppings after a specified period of time in the Schedule of Classes.

b. The academic unit should fill out a drop form, annotate the drop as department initiated, and forward the form to the registrar's office for processing.

c. The registrar's office will retroactively date these drops to the beginning of the semester.

2. The issue of completion of a lower level course after completion of a higher level course for which the lower level course is a prerequisite is a function of decision-making at the individual school or college level. Resolved that this is not an overall university issue.

3. This Committee recognizes the long standing practice of signature requirements for grade changes, as it appears on the back of the Change of Grade/Report of Original Grade Card. As excerpted from the back of the card:

The following signatures are required:

<table>
<thead>
<tr>
<th>Type of Transaction</th>
<th>Instructor</th>
<th>Dept. Chmn.</th>
<th>Students' Dean</th>
</tr>
</thead>
<tbody>
<tr>
<td>Report of Original Grade for Student not officially enrolled on grade list</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Removal of Incomplete</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>Change of Grade (Prof. or Assoc.Prof.)</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>Change of Grade (Asst. Prof., Lecturer Instructor, T.A.)</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
</tbody>
</table>
4. New freshman applicants having three years of high school English but lacking the required composition and literature courses may satisfy the requirement by presenting a raw score of at least 50 on the Wisconsin English Placement Test or a comparable score on the ACT or SAT test.

5. High school computer science courses which have as a prerequisite one year each of algebra and geometry may be counted among the seven high school academic electives required of new freshmen applying for admission to UWM.

6. Repeat course equivalency is to be established on a credit for credit basis.

7. Credit by examination on recommendation of the department and CLEP be included on the transcripts of undergraduate special students by executive action of the school or college or the Director of the University Special Student Office.

An admissions and records issue was referred to the Committee by the Academic Program and Curriculum Committee. The following motion was introduced and carried:

It is recommended that UWM develop a computer-based student record system.

An admissions and records issue was referred to the Committee by the College of Engineering and Applied Science. The following motion was introduced and carried:

The students in the recognized cooperative program in the College of Engineering and Applied Science be considered as an exception in the 6th item, Faculty Document No. 1262, May 14, 1981 where full-time status defined as one credit.

The revised item reads:

For certification purposes, a minimum of 12 credits per semester constitutes full-time enrollment status. The only exceptions will be:

1. certification for DEO students where full-time is defined as a minimum of 8 credits. and

2. certification for the recognized cooperative program in the College of Engineering and Applied Science where full-time status for these students is defined as 1 credit.

Guests present at meetings included S. Gray, M.N. Besei, C. Mastalir

Beverly Steele, Chairperson             N. Garza             F. Sperry, Ex officio
M. Bagley                               E. LaBruce           V. Stanton
H. Boettcher                            K. Neusen, Ex officio B. Weckmueller, Ex officio
G. Cohen                                C. Nzegwu, semester I W. Winogrond, Ex officio
W. Furtsch, Ex officio                  R. Scheurell         C. Witt, Ex officio

No student replacement was named for semester II for C. Nzegwu. The Student Organization was notified.

4/1/82
BS:mls