Academics Requirements Committee (ARC)
Annual Report
Date: May 8, 2015

Members 2014-15
Alan MacCormack UNST Chair
Virginia Butler ANTH
Martha Dyson LAS
Haley Holmes SBA
Rebecca Ingersoll ACS
Galina Kogan WLL
Celeste Krueger EMSA
Debra Lindberg CCJ

Consultants:
Angela Gabarino RO
Sukhwant Jhaj OAA

Student Representatives
Bogdan Shevchuk

The Responsibilities of the Academic Requirements Committee are:
1) Develop and recommend policies regarding the admission of entering freshmen.
2) Develop and recommend policies regarding transfer credit and requirements for baccalaureate degrees.
3) Adjudicate student petitions regarding such academic regulations as credit loads, transfer credit, and graduation requirements for all undergraduate degree programs. Adjudicate student petitions regarding initial undergraduate admissions.
4) Make recommendations and propose changes in academic requirements to the Faculty Senate.
5) Report to the Senate at least once each year.
6) Act, in all matters pertaining to policy, in liaison with the chairpersons of the Scholastic Standards and Curriculum Committees, and with the chairperson of the Graduate Council.

The ARC met regularly (about twice per month) from September 2014 through May 2015. We reviewed 164 petitions, of which 107 were approved (through 4/16/2015). The number of petitions continues to gradually decline. The University Studies Cluster Requirement was the most common focus of the petitions. The average turnaround time for petitions, from submission to implementation, was 17 days, a reduction from previous years.

Significant issues that we worked on:

Provost’s ReThink Challenge- A Digital ARC Petition
The ARC has collaborated with Project #107 members from OIT; the Registrar’s Office; University Studies and the Vice-Provost’s Office for Academic Innovation and Student Success to develop a digital ARC petition. The electronic petition has been fully implemented

Undergraduate and Post-Baccalaureate Certificate Requirements
The ARC has been approached to consider a change in policy regarding the awarding of undergraduate certificates. Currently, transcripted undergraduate certificates are only awarded upon the completion of an undergraduate degree. It has been suggested that removing this
requirement might allow for more flexibility and possible expansion of undergraduate certificate offerings. The committee has prepared a motion for Senate consideration that would allow the development of transcripted undergraduate certificate programs that could be earned by both degree-seeking and non-degree-seeking students and which could be awarded at the time of the certificate completion. A second motion to modify the residency requirement for post-bacc certificates accompanies this motion. The residency credits required currently exceed the number of credits required by some certificates.

**Criminology and Criminal Justice**
Following a request from CCJ, the Academic Requirements Committee brought a motion to the Senate to have all of CCJ’s undergraduate courses included in the Social Science Distribution Area. The motion was passed by Senate.

**Physical Geography and Geographic Information Systems Coursework**
Following a request from the Geography Department, the ARC brought a proposal to Senate to have specific physical geography and GIS courses shifted from the Social Science to the Natural Science Distribution Area. The motion was passed by Senate.

**Foreign Language Admissions Requirement for Transfer Students**
The ARC drafted a proposal to eliminate the foreign language admissions requirement for transfer students. Unlike other admissions requirements, the foreign language admissions requirement becomes a graduation requirement for students who enter the university without having satisfactorily completed two high school units of foreign language. Following consultation with Senate Steering, the World Languages and Literature Steering Committee, and the Admissions Office, the ARC elected not to move forward with the motion this year.

**Bachelor of Applied Science**
The ARC responded to multiple drafts of a proposal for a Bachelors of Applied Science developed by the School of Business. The proposal has not been finalized or approved to date.

The committee wishes to thank Angela Garbarino and Anna Pittioni for their excellent support in our work