

ANNUAL REPORT OF THE CREDITS COMMITTEE

I. DATE: April 9, 1982  
TO: Thomas H. Johnson, Chairman of the Faculty  
FROM: Charles S. Ward, Chairman, Credits Committee

II. Membership of the committee

Ex officio: Acting Chancellor John Howell  
Thomas Johnson, Chairman of the Faculty  
Susan McDaniel, Assistant Vice Chancellor for Academic Affairs

Ruth Benedict, Nursing	1984
William C. Byrd, Community Health	1984
Paul Hartley, Art	1982
Jack Thornton, Economics	1983
Charles Ward, Continuing Education	1983

Student: Andy Lewis

III. Committee meetings (dates and members absent)

August 24, 1981	
September 8, 1981	Thornton and Lewis
October 13, 1981	Thornton and Lewis
November 10, 1981	Thornton
December 8, 1981	Byrd, Thornton and Lewis
January 21, 1982	Byrd, Thornton
February 18, 1982	Thornton
March 4, 1982	Thornton and Lewis
April 8, 1982	Thornton

IV. Reports to the Faculty Senate during the year

Met with Faculty Senate on January 26, 1982, to present a requested change to the Placement Test in Foreign Languages. The change had been requested by the Foreign Language Department. The change was approved.

V. Specific Instructions Given to the Committee by the Faculty Senate

A revised charge for the Credits Committee was approved by the Faculty Senate on November 10, 1981. The charge does establish some new instructions for the Credits Committee.

VI. Committee Organization

The Committee acted as a body throughout the year with no subcommittees gathering data and reporting back to the body as a whole.



## VII. Committee Accomplishments

The Committee acted on a number of issues brought before it this year. The issues and committee action follow:

Length of time to drop a course - 30 days  
Review by Gil Moore (Registrar) and Don Bailey (General College).  
Results - Implement drops on student transcript fall, 1982.\*

Appeal of Administrative Decision by David Chiswell  
Results - decision upheld

Review of Undergraduate Academic Regulations  
Results - continued to next year

## VIII. Citation of Resolution Numbers of Senate Resolutions

Senate Resolution 82-7 was presented to the Faculty Senate and was passed.

## IX. Proposals and/or Business to Be Carried Over to Next Year

A review of the academic regulations was begun with several suggested modifications discussed. The Committee will need to review the suggested changes during the coming year. (Please see Roman Numeral XI.)

## X. Evaluation of the Committee

- A. Structure: Satisfactory
- B. Duties: Clearly defined
- C. Functions: Satisfactory
- D. Personnel: Effective and knowledgeable

## XI. Suggestions for Improving the Effectiveness of the Committee

We would suggest the Registrar and the Director of Admissions become ex officio members of the Committee. The insight and expertise of these two University officials could assist the Committee in its deliberations.

The following changes have been proposed by the Committee regarding the academic regulations as noted in the 1981-82 Catalogue. The current regulation is noted first, followed by the proposed change as approved by the Committee. They should be reviewed by the Committee at its first regular meeting in the fall of 1982.

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#### Current Policy

Students transferring from other colleges who desire to substitute courses taken elsewhere for courses prescribed at the University must submit such petition prior to enrollment for their first semester at the University.

\*Clarified in Credits Committee meeting July 13, 1982.



Changed to

Students transferring from other institutions who desire to substitute courses taken elsewhere for courses required within a major at East Carolina University will submit a petition requesting the substitution, to the dean or department chairperson of the academic unit offering the degree. The petition will be submitted during the first semester the student is at the University. If the petition is approved by the student's academic advisor, and if it is approved by the dean or department chairperson, it will be placed in the student's folder and transmitted to the Office of the Registrar.

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Current Policy

The University is in session 5 1/2 days per week.

Changed to

Classes are in session 5 1/2 days a week.

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Under "Final Examinations", after the first sentence insert:  
"A final examination appropriate to the subject of the course will be given in all courses."

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Current Policy

Students who earn credit for teaching certificate renewal purposes only should file the request for a transcript with their superintendents of schools.

Changed to

Students who earn credit for teaching certificate renewal purposes only, should request the Registrar's Office to forward a copy of the transcript to their local school superintendent.

Charles S. Ward, Chairperson

William C. Byrd, Secretary