

Policy Task Force Meeting - 10/10/2022

Meeting Date: 10/10/2022 3:00 PM

Location: <https://umsystem.zoom.us/j/98014237219?pwd=c1M4VEdyZkpVNWlyNjJRTW93aXp5UT09>

Link to Outlook Item: [click here](#)

Invitation Message

Participants

- [Hall, Amy R.](#) (Meeting Organizer)
- [Nagy, Wayne R.](#) (Accepted in Outlook)
- [McNeley, Kim](#)
- [Carr, Andrea L.](#) (Tentative in Outlook)
- [Cole, Amy L.](#) (Tentative in Outlook)
- [Cole, Theodore M.](#) (Declined in Outlook)
- [Dilks, Stephen](#) (Accepted in Outlook)
- [Eisenman, Marjory L.](#) (Accepted in Outlook)
- [Graham, Maqual R.](#) (Accepted in Outlook)
- [Harvey, Mariah L.](#) (Accepted in Outlook)
- [Hoover, Nancy](#) (Tentative in Outlook)
- [Horsmon, Caitlin M.](#) (Accepted in Outlook)
- [Hunt, Jamie J.](#)
- [Kaz, Mary](#) (Accepted in Outlook)
- [King, Laura](#)
- [Marszalek, Jacob M.](#) (Accepted in Outlook)
- [Mead, Molly](#) (Declined in Outlook)
- [Popper, Judith](#)
- [Reed, Aaron W.](#)
- [Soder, Aidan L.](#)
- [Swink, Douglas E.](#) (Declined in Outlook)
- [Welchert, Tammy](#) (Declined in Outlook)
- [Wilkinson, Nancy M.](#) (Accepted in Outlook)
- [Schwartz, Paul N.](#) (Accepted in Outlook)

Notes

Auditing Policy

- Needs adjustment due to new flat rate for audited courses - effective Fall 2022
- Welcome to Paul Schwartz - Director of Cashiers
 - o Told about a month ago that this fee has changed
 - o Intended to expand knowledge without paying full cost of tuition and fees
 - o Limited to one credit hour for charged amount and based on the lowest tier for (UG = \$327.90 and GRAD = \$444.15).
 - o Does not impact the fees charged to Missouri citizens (65+) population.
- Review of current UG auditing policy
 - o Always obtain consent of instructor
 - o Expected to attend class and pay full tuition and fees (consider online students)
 - o Feedback to the auditor (is at the discretion of the instructor)
 - o Change from audit to credit - see advising office info
 - o Change from credit to audit - can change until the end of the 4th week

- Why is the BLA not included?
- Review of current GRAD auditing policy
 - No feedback is given - why is that?
 - Change from credit to audit - can change through the final exam period
 - Dilks: seems restrictive that students can only change during the first week
 - Dilks: suggest adding feedback at the discretion of the instructor
- Review of MU Policy (for reference)
 - Students cannot change registration status after two weeks following the first day of classes
 - Refer to auditors as 'Hearers' and reflected on the transcript with an 'H'
- UMKC Current Calendar:
 - See Page 10
- Also have a credit/no credit policy for reference
- Final recommendations
 - Consent of instructor should remain
 - A student that registers in the course for audit will pay tuition according to the cashiers fees website.
 - Attendance of class - remove phrase or update "to attendance and feedback is at the discretion of the instructor".
 - Changing audit to credit within first week - may be more reasonable to use a two week deadline (update to first two weeks); applies to grad policy as well
 - Change from credit to audit by end of the fourth week (census) - possibly use percentages like the registrar's office uses rather than weeks.
 - Grad - can do any time prior to the final exam period, but up to individual academic unit; include two different timelines with rationale. Tuition refunds for changing from credit to audit would follow the refund policy.
 - Advising section: Update to assigned advisor.
 - Kim and Amy will draft revisions and send out to the task force for review.

Internships and Clinical Placement Agreements (continued discussion)

- Received information from:
 - Nursing/HLSC
 - 
 - Health Sciences ...
 - Bloch
 - The Bloch School has an internship contract that a student must complete with help from their employer and faculty sponsor before they are allowed to enroll to receive credit for their internship. We have one for [business and accounting](#) and a separate contract for [public affairs](#). Domestic students who are not earning credit for an internship do not have to complete anything. We do not have any placement agreements with area companies.
 - Pharmacy
 - 
 - Policy on Preceptor...

Dual Program Policy (continued discussion)

– Received information from:

- Steve Dilks is discussing with the School of Graduate Studies and will let us know when he has more information.
- Bloch

With respect to dual programs, we have the following in MBA:

1. UMKC Students enrolled in an undergraduate bachelor's degree program at the School Science and Engineering who meet the PMBA admissions requirements at <https://bloch.umkc.edu/graduate-program/pmba/gmat-gre/> may apply for entrance to the PMBA program at the beginning of their terminal year of their undergraduate program. Accepted students may waive MIS 5507 of the PMBA core, and may apply one three credit hour, in-major, 400-level SCE elective course with a grade of B or higher to the PMBA program for elective credit.
2. Students in the coordinated Pharm.D. can pursue the PMBA simultaneously. Admission to the M.B.A. program is a separate process. Because the UMKC M.B.A. can be completed online, Pharm.D. students at any one of the three campus locations (Kansas City, Columbia, Springfield) may apply to the UMKC M.B.A. program.
3. Students in the DDS degree can pursue the PMBA simultaneously. Admission to the M.B.A. program is a separate process. Up to 6 hours of DDS Transitions coursework will be applied as elective in the M.B.A. degree program.
4. Students in the B.A./M.D. program can pursue the PMBA during a leave of absence after the completion of year four. Up to 6 hours of select School of Medicine coursework will be applied as elective in the M.B.A. degree program.

They also have a combined JD/MBA program where students are able to count 12 hours of specific law courses toward the MBA and 10 hours of MBA work toward the J.D.

MPA has two “early entry” programs with BA Urban Affairs and BBA. Students are allowed to take the UG sections of two co-listed MPA required classes in their senior year and apply these as electives in the bachelor’s degree. They are also permitted to take PUB-ADM 5526 for graduate credit that applies to MPA only. They also have a joint JD/MPA program with the same sharing—12 hours of law work toward MPA and 10 hours of MPA applying to J.D.

Academic Policy Task Force Meeting

Monday, October 10, 2022



Agenda

- Auditing Policy: Paul Schwartz/Kim McNeley
- Internship and Clinical Placement Agreements MOU/MOAs (continued discussion)
- Dual Program Policy (continued discussion)

Fall 2022 Change In Audit

Effective for Fall 2022, the charge to audit a class has changed. Students will be charged for one credit hour based on their academic level when they audit a class. For example, an undergraduate auditing a class will only be charged \$327.90 no matter if the audited class is 1, 2, 3, 4, 5 or more credit hours.

Additional fees that may apply to your coursework or program

Fee type	Cost	How the fee is calculated
Audit (Undergraduate)	\$327.90	Flat rate per audited class
Audit (Graduate)	\$444.15	Flat rate per audited class

**Does not impact Missouri Senior (65+) Population Audit rates

Auditing (Current UG UMKC) Policy

<https://info.umkc.edu/policy-library/?p=185>

Auditing a Course

A student must be admitted to the university and obtain the **consent of the instructor** in order to audit a course. Courses that ordinarily may not be audited are studio courses in art, performance courses in the Department of Communication Studies, continuing education courses, and laboratory courses in the sciences. Students do not receive credit when auditing a course, and audited courses do not count toward enrollment status requirements (full-time, half-time).

A student registered in a course for audit **is expected to attend class and to pay full tuition and fees**. Providing **feedback to the auditor** is at the discretion of the instructor. An auditor may be administratively withdrawn from a course at any time during the semester when, in the judgement of the instructor and upon approval by the dean, the attendance or participation record justifies such action.

Change from Audit to Credit

Students may change status in a course from audit to credit **during the first week** of the term provided they have approval of the faculty and academic unit. This change must be initiated **in the advising office of the appropriate academic unit** and must be completed in the UMKC Registration & Records Office.

Change from Credit to Audit

Students may change their status in a course from credit to audit any time prior to **the end of the fourth week** of any Fall or Spring semester, or prior to the end of the second week of any summer session. This change must be initiated in the advising office and must be completed in the UMKC Registration & Records Office.



Auditing (Current GRAD UMKC) Policy

Graduate Course Audit

- A student must be admitted to the university and obtain the consent of the instructor in order to audit a graduate course. Courses that ordinarily may not be audited are studio courses, performance courses, continuing education courses, laboratory courses in the sciences, internships, and practica. Students do not receive credit when auditing a course, and audited courses do not count toward enrollment status requirements (full-time, half-time).
- A student registered in a course for audit is expected to attend class and to pay full tuition and fees. **No feedback will be given by the instructor** to the auditor. An auditor may be administratively withdrawn from a course at any time during the semester when, in the judgement of the instructor and upon approval by the dean, the attendance or participation record justifies such action.
- **Change from Audit to Credit**
- Graduate students may change status in a course from audit to credit **during the first week of the term**, provided they have the approval of the faculty advisor and have notified the course instructor.
- **Change from Credit to Audit**
- Graduate students may change status in a course from credit to audit any time prior to the **final examination period**, provided they have the consent of the course instructor and the approval of the faculty advisor. [Note: Individual academic units may have earlier deadlines and may have program-specific restrictions on retaking audited courses for credit.]

Mizzou Policy (for reference)

Auditing a Course (Hearer)

- Students who wish to obtain knowledge from a course, but do not need or want the credit for graduation, may enroll in the course(s) as auditors/hearers.
- Hearers receive no credit toward a degree and an H grade appears on the transcript. The credit received when auditing a course does not count toward your verification of full, half or less than half time enrollment status. This credit is not reported to the National Student Clearinghouse for enrollment verifications.
- Students pay [standard fees](#) for the course(s).
- Students may *not* change their registration status (hearer vs. credit) after two weeks following the first day of classes in regular session or the equivalent thereof in a shorter session.
- Check the [academic calendar](#) for deadlines.
- Students who want to change their grading basis must go to the academic advising office *before* two weeks following the first day of classes in regular session or equivalent thereof in a shorter session.
- Students who fail to meet class requirements may be dropped from the course by their academic advising unit upon request of their instructor and with the dean's stamp.
- Normally, a hearer will attend the course on a regular basis; either the department or an individual instructor will stipulate the requirements for enrollment in a course as a hearer.
- <https://catalog.missouri.edu/academicpolicies/auditingacoursehearer/>

UMKC Current Calendar

Fall Term	Action Related to Audit
August 22	Classes Begin
August 24	Last day to change Audit to Credit
September 19 (Day 1-Week 6 – Census Day)	Last day for a 50% refund (full 16 week session)
	Last day to change a course from Credit to Audit (undergraduate - full 16 week session)
Prior to Final Exam	Last day to change a course from Credit to Audit (Graduate)

Credit/No Credit Policy

- Sophomores, juniors and seniors in good standing may elect to take one course per semester on a credit/no credit (CR/NC) basis. The credit/no credit option may not be used for courses in the major nor the minor, nor for courses taken to fulfill the general degree requirements. Students may not elect this option when they are repeating a course.
- The credit/no credit option must be elected at the time of initial registration for a term and cannot be changed subsequently. A grade of C- or better must be earned to earn credit; D and F grades receive no credit. Grades of CR or NC do not earn grade points and they do not affect the grade-point average. Courses elected on this option are subject to regular academic regulations, including course load, withdrawal, etc.
- The credit/no credit option is not available for students pursuing a bachelor of liberal arts degree.

Internship and Clinical Placement Agreements

HLC Assumed Practice; C-3

The institution has formal and current written agreements for managing any internships and clinical placements included in its programs.

DRAFT UMKC POLICY STATEMENT:

All agreements for internships and clinical placements at UMKC will be maintained by the respective Dean's office. The unit process and location of formal agreements will be archived with the Office of the Provost annually.

Steps for Implementation:

- November 7
 - Requested examples from each unit to Amy Hall
- November 14
 - Discussion of unit concerns, support needed (recommended template), etc.
 - Unit Representative responsible

Internship and Clinical Placement Feedback

Nursing and Health Studies

- [Health Sciences Affiliation Agreement](#)

Bloch School of Management

- The Bloch School has an internship contract that a student must complete with help from their employer and faculty sponsor before they are allowed to enroll to receive credit for their internship. We have one for [business and accounting](#) and a separate contract for [public affairs](#). Domestic students who are not earning credit for an internship do not have to complete anything. We do not have any placement agreements with area companies.

Pharmacy

- [Policy on Preceptor and Practice Site Approval](#)

Dual Degree Policy Feedback

- School of Graduate Studies
 - Steve Dilks is discussing with the School of Graduate Studies and will let us know when he has more information
- Bloch School of Management
 - UMKC Students enrolled in an undergraduate bachelor's degree program at the School Science and Engineering who meet the PMBA admissions requirements at <https://bloch.umkc.edu/graduate-program/pmba/gmat-gre/> may apply for entrance to the PMBA program at the beginning of their terminal year of their undergraduate program. Accepted students may waive MIS 5507 of the PMBA core, and may apply one three credit hour, in-major, 400-level SCE elective course with a grade of B or higher to the PMBA program for elective credit.
 - Students in the coordinated Pharm.D. can pursue the PMBA simultaneously. Admission to the M.B.A. program is a separate process. Because the UMKC M.B.A. can be completed online, Pharm.D. students at any one of the three campus locations (Kansas City, Columbia, Springfield) may apply to the UMKC M.B.A. program.
 - Students in the DDS degree can pursue the PMBA simultaneously. Admission to the M.B.A. program is a separate process. Up to 6 hours of DDS Transitions coursework will be applied as elective in the M.B.A. degree program.
 - Students in the B.A./M.D. program can pursue the PMBA during a leave of absence after the completion of year four. Up to 6 hours of select School of Medicine coursework will be applied as elective in the M.B.A. degree program.
 - They also have a combined JD/MBA program where students are able to count 12 hours of specific law courses toward the MBA and 10 hours of MBA work toward the J.D.
 - MPA has two “early entry” programs with BA Urban Affairs and BBA. Students are allowed to take the UG sections of two co-listed MPA required classes in their senior year and apply these as electives in the bachelor's degree. They are also permitted to take PUB-ADM 5526 for graduate credit that applies to MPA only. They also have a joint JD/MPA program with the same sharing—12 hours of law work toward MPA and 10 hours of MPA applying to J.D.

Dual Degrees Policy Review

Title	Text	Placement	Applicability
Multiple Major & Multiple Degree Policy	<p>Multiple (double or triple) majors may be earned when a student completes two or more full majors, generally within the 120 hours required for a single degree. The specific major requirements of each major must be fulfilled. The diploma will indicate all majors. If the two or more degree programs are administered by different academic units, the major requirements of each academic program must be fulfilled. The general education requirements must be fulfilled as specified by the department or academic unit responsible for the primary major only. The double or multiple major is only available in B.A./B.A. or B.S./B.S. combinations. Multiple undergraduate degrees may be earned when a student completes all requirements for each degree and at least 12 credit hours of work beyond that required for the first degree for each additional degree. Students who earn multiple degrees will receive diplomas simultaneously. If the degree programs are administered by different academic units, the general degree requirements and major requirements of all academic units must be completed.</p> <p>The B.A./M.D. dual degree program has different requirements and is subject to separate regulations. See the School of Medicine section of the catalog. All dual degree programs must follow the established guidelines in the UMKC catalog.</p>	<p>Catalog: Undergraduate Academic Regulations and Information/Graduation/ Multiple Major & Multiple Degree Policy</p> <p>Policy Library</p>	<p>Undergraduate BA/BA BA/BS</p> <p>Refers BA/MD dual degree students to School of Medicine Catalog Copy</p>
Graduate Dual Degree Policy [Dual Degree Programs at the Master's Level and Bachelors + Master's or Graduate Certificate Level]	<p>Dual-degree programs allow students to simultaneously pursue degrees at the master's level in two fields of study or a Bachelor's plus either a Master's or Graduate degree. For dual Masters degrees, students must complete at least 80 percent (rounded up) of the credit hours required for each degree separately. Students must satisfy admission, course and examination requirements of both degree programs.</p> <p>For dual Bachelors plus Master's or Graduate Certificate programs, a maximum of 9 credit hours from the Bachelor's degree program may be applied toward the Master's degree, depending on what the department or home degree program has approved. The hours and grades earned on these credits will be applied toward the Bachelor's degree. The number of dual hours will also be credited toward the total hours needed for the Master's degree without the grades being computed into the GPA.</p>	<p>Catalog: Graduate Academic Regulations and Information/Graduate Dual Degree Policy</p> <p>Policy Library</p>	<p>Undergraduate to Graduate BA or BS to MA or MS</p>
Graduation Requirements	<p>BACCALAUREATE DEGREE</p> <ul style="list-style-type: none"> -Students must select an undergraduate B.A. major or emphasis area from a variety of disciplines. -The most common baccalaureate degrees are in liberal arts, biology and chemistry. -Students may earn up to 30 semester hours of college credit through the Advanced Placement program, International Baccalaureate program or specific subject-area examinations of the College Level Examination Program (CLEP). -Students must satisfactorily complete a minimum of 90 semester hours of non-medical courses on the UMKC Volker Campus in the following subject areas: English, fine arts, government, history, humanities, literature, natural science, philosophy and social/ behavioral science. -Thirty additional semester hours toward the baccalaureate degree are awarded from required concurrent medical coursework. -Students enrolled in the combined degree program at UMKC are required to complete a minimum of 38 hours of credit through the College of Arts and Sciences and/or the School of Biological Sciences subsequent to matriculation into the B.A./M.D. program regardless of the amount of previous credit earned. 	<p>Catalog: Colleges-Schools/School of Medicine/Medical-Degree-Programs/Six-Year-Program-Description/Graduation Requirements</p>	<p>Undergraduate to Professional BA/MD</p>
Professional School Credit (2021 CAS Catalog Copy)	<p>A maximum of 30 acceptable semester hours (2.0 GPA or better) of study in professional schools may be applied toward the bachelor's degree. Acceptable professional schools for this purpose are law and medicine. This credit is elective credit and does not satisfy any specific degree requirement.</p>	<p>Previous Catalogs: Colleges-Schools/College of Arts and Sciences/Student Services/Professional School Credit</p>	<p>Undergraduate to Professional BA/BS/BLA to JD/MD</p>

[Click to open file.](#)

Additional Information

- Meeting notes are posted here:
https://info.umkc.edu/policy-library/?page_id=332
- Future Meetings:
 - Monday, November 14, 2022; 3PM via Zoom
 - Monday, December 12, 2022; 3PM via Zoom