Policies and Procedures Approved by eCore Advisory Sub-committee (June 2008)

<u>Honors Credit</u> *

A student may be able to convert an eCore course for Honors credit, but doing so requires the following steps. First, the student must follow his or her home Institution's policy for granting Honor's credit. Second, the student must make arrangements as soon as possible with the eCore faculty member to fulfill such policy. Often the faculty member will require that the student turn in an extra assignment of some sort in order to then award the Honor's designation. (The extra assignments may come in the form of an extra research paper, or a longer research paper, or a presentation.) The faculty member is not required to oblige the student, but if the faculty member does agree, then he and the student should describe in writing the conditions for granting Honor's credit and both student and faculty should sign   the document, either literally or by email agreement. One example of a student-faculty contract for Honors conversion can be viewed at University of West Georgia as this website:
*http://www.westga.edu/~honors/Honors_Contract_Policies_Form.pdf

<u>Disability Services</u>

The current guidelines for disability services for eCore students worked out by AMAC were upheld (see list below) and the only addition is that we would require that all participating   institutions subscribe to the AMAC services. Students will find the AMAC information in the Student Guide to eCore (pdf file) on the front right corner of the eCore Website.

<u>New Regents Exam Policy</u>

For this, the committee agreed that we need to communicate to first-time students that indeed they do have to take the Regents test right away and that it is a proctored exam and thus they have to make arrangements for this just as they do for the other proctored exams that their other eCore classes require.   We would include in our communication the fact that part-time students are expected to take it their first semester as well, but they will allow them to earn up to 20 hours prior to attempting the test if a special circumstance.

<u>Learning Support</u>

The committee allowed for a two-year pilot period relaxing the current policy on learning support and allowing the student take an eCore while taking a learning support course, so long as the discipline of the two don't overlap. For example, if a student is taking learning support math, then the student could take an eCore history class. We insist that the student make this decision in consultation with an advisor at the student's home institution.

Learning Support New Policy:
Beginning fall 2008, a student who is enrolled in a learning support class may be allowed to take an eCore course so long as the subject or discipline of the eCore class does not overlap the learning support class. For example, if a student is taking learning support math, then the student could take an eCore history class; however, if the student is taking learning support reading or English, then the student should not take eCore history. The student must make this decision in consultation with an advisor at the student's home institution.

Calendar:
The committee requested a change in eCore calendar so that it would sit between the latest date to start and the earliest to close, thus fitting everyone's calendars.