

STANDING COMMITTEES

Academic Policy Committee (APC)

Minutes of Academic Policy

Committee Wednesday, October 11,

2023

12:10pm - 12:50pm Online via TEAMS meeting

The attending committee members: Sarah Benes; Owen Biesel; Maria Diamantis (co-chair); Rex Gilliland; John Nwangwu; Sebastian Perumbilly; Melanie Uribe (Co-chair); Jia Yu; Greg Adams.

Guests: Rob DeMezzo – Senior Director of Conferences, Events and Student Affairs Auxiliaries; and Lauren Taylor – Bookstore Director

The meeting was called to order by Co-Chair Melanie at 12:10 pm.

1. Bookstore Issues- The invited guest Lauren Taylor and Rob DeMezzo participated in the discussion and informed the APC committee of current status of the Bookstore:

- The bookstore is short staffed
- Faculty orders incomplete or not submitted at all
- Departmental involvement via a faculty, dept chair or secretary, will be crucial to assist with submitting book order on time. There is an ability to give authority to such departmental representative to upload textbook information rather than email communication with bookstore
- Fall 2023 only 26% of students purchased textbooks from the bookstore
- Restocking fees are as high as 20%
- Frustration if faculty adoption orders are late or not submitted at all on the AIP system.
- New plan: “First Day Complete” is being discussed. This is a packaging deal of all texts for the students to be ready on the 1st day of classes on a discounted rate. Students will need to “opt-out” since the fee will be built on their tuition and it will be discounted almost 50%.
- Not sure of the vendor for next semester, BOR is currently discussing options for the four CSU’s and

Charter Oak.

- Benefit to the students when purchasing from the bookstore: if the student switches course section, textbooks can be returned. If students have their receipts, book returns and refunds are possible up to three weeks into the semester. If students withdraw from course, books can be returned the first week for full refund.
- Spring 2024 requests for textbook order will be out soon, with a deadline of November 10th. The sooner the bookstore has orders, they can seek for used books.
- It will be appropriate and very useful, if the Dean’s decisions on cancellations of classes is shared with the

bookstore manager.

2. Faculty Retraining

The committee had invited Retraining Chair Alain D’Amour on October 5th. The Retraining Procedures document and application document, were revised. APC committee will vote to accept the revisions pending the Retraining Committee’s final input. Possible resolution of the revised Retraining Committee’s document is possible for next Wednesday, 10/18/2023.

3. Continuing Education update is that the name was changed—without any input from faculty at any level— and it was approved by the Academic Affairs office as: Office of Workforce and Lifelong Learning (OWLL). There is a scheduled meeting with Dr. Amy Feest, the UCF chair and GC chair for October 25th
4. Impact of AI on Academic Misconduct – after discussion, two members of our committee, Owen and Rex, will reach out to other faculty and committees (such as IT, Student Policy, Misconduct Committee) to gather information from different perspectives, on best AI detection resources.

The meeting was adjourned at 1:54 pm.

Respectfully submitted,

Maria Diamantis, APC Co-chair