

## STANDING COMMITTEES

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### Academic Policy Committee (APC)

Minutes of Academic Policy Committee

Wednesday, October 31, 2023

12:10pm - 12:36pm. Online via TEAMS meeting

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

**Impact of AI on Academics and Academic Misconduct:** recommendations for faculty regarding student use of AI and faculty use of AI detection

- No recommendations will be made about tools.
- Resolution for INFORMATION, recommendations for teaching to prevent unsanctioned use of AI, etc

Owen started a draft document; Melanie is going to revise section about use of AI tools and percentages/chance information to make this clearer to faculty. Document will be reviewed by the committee in the next meeting.

Current statement about the use of AI on faculty development website is confusing; committee will create three statements (may not use, fully encouraged, may use) for faculty to use in their syllabus. It was brought to our attention that students are using AI and pointing out that there was no information against the use of it in the syllabus. There needs to be consistent information and faculty need to be clear about their rules and use of AI.

The BOR is in the middle of a code revision process that will include academic integrity/misconduct and use of AI. We do not have more information on this but will be looking into it.

**Registrar proposal is to change the ADD/DROP policy:** committee has mixed reactions about this proposal and reached out to Alicia Carroll to invite her join committee meeting on Feb. 28<sup>th</sup> to discuss topic.

- Some committee members do not support this proposal.
- If students drop below full-time, how does this new deadline affect financial aid deadlines?
- Is the attendance report changing to the 3<sup>rd</sup> week or getting eliminated?
- Retention issues: due to their delayed entry, students will likely need help catching up on the material they missed. This late start hinders their ability to fully grasp new concepts introduced later in the course and affects their ability to meet upcoming deadlines. Consequently, they have lower grades than their peers who started the class on time. This academic underperformance can lead to a higher likelihood of withdrawing from the course. The stress and challenges of catching up can negatively impact their educational experience. Has data ever been collected and analyzed that could offer insights into how late enrollment affects student success?

- Faculty issues: faculty must spend extra time outside regular class hours to help late-enrolling students catch up. This could include additional one-on-one sessions, creating supplementary materials, or re-explaining past lectures, which increases the instructor's workload. Introducing new students partway through the course can disrupt the established classroom dynamics and learning environment. Existing students might feel the class pace is slowed to accommodate latecomers, which can lead to frustration or disengagement. In courses that rely heavily on group work and collaborative projects, late-joining students may find it challenging to integrate into already established groups, and instructors might need help to place them in a way that doesn't disrupt ongoing work.
- Current system for late add/drop after deadline is too lax and faculty are not being informed of new students. The process needs to be revised to include approval/signature from instructor and department chair. We recommend removing the Dean from the process.

**Updates and clarifications to Academic Misconduct:** committee will be meeting with Eric West (Academic Misconduct committee chair) on Feb. 14 to discuss document revisions.

**Bookstore Issues:** problems continue, there is no communication from bookstore director with faculty about lack of inventory.

- Departments need to designate 1-2 contacts for communication and to streamline book order process, committee will start collecting information to create chart for bookstore director. Please send information to Melanie Uribe [uribem2@southernct.edu](mailto:uribem2@southernct.edu)
- We will follow up on new contract and first day complete. We keep getting information that this will fix issues but it's been a year already of conversations and still not official start date.

**Templates for Evaluation Letters from DECs & Chairpersons:** did not have time discuss

**Department P & T Guidelines:** HOLD until AY 24-25 pending department mergers decisions

**Supplemental vs. primary file:** HOLD until AY 24-25 for Interfolio implementation