

STANDING COMMITTEES

Academic Policy Committee (APC)

Minutes of Academic Policy Committee

Wednesday, February 28, 2024

Online via TEAMS meeting

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

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

Guest: Alicia Carroll, Registrar

1. **Alicia** met with the committee and discussed the revisions on the Add/Drop policy. These revisions were discussed at the Provost's Council and the Deans and Associate Deans, are all aware. Basically the summary of revisions for add and drop in the second week are:
 - Allow students to **add a course in the second week** of the semester with instructor permission.
 - Change: Now requires Instructor permission.
 - Change: No longer requires Department Chairperson permission unless it is also a request to register in a closed section.
 - Change: No longer requires Dean permission.
 - Change: Students no longer required to demonstrate extraordinary circumstances.
 - Allow students to **drop a course in the second week** of the semester in Banner Student.
 - Change: No longer requires a late drop form, student drops directly online.
 - Change: No longer requires Dean permission.
 - Change: Students no longer required to demonstrate extraordinary circumstances for approval.
 - Change: Students no longer receive a 'W' on their transcript when dropping in the second week.
2. **Impact of AI on Academics and Academic Misconduct:**
 - The resolution for Syllabi statements was approved by the committee and it will be send forward for approval at the full FS meeting.
 - The Resolution will be presented for INFORMATION.
3. **Bookstore, "first day complete"** : the new contract with B&N. The flat rate is set for all students, at \$18.75 per credit, and their books would then arrive in advance of classes; this plan provides all *books as rentals*.

- This new policy had no faculty participation prior to the decision for implementation this fall 2024.
 - Dr. Tracy Tyree and Mr. Mark Rozewski are co-leading a committee to discuss the new implementation plan for this policy. Since our committee has been involved, we should have representation on the committee.
 - Any interested member, please let Melanie know as soon as possible.
 - Concerns that remain unanswered: what if the faculty who do not use textbooks; was the SGA or students alerted to this new policy of the flat fee? we will recommend that SGA has a representative in the committee.
4. **Updates and clarifications to Academic Misconduct:** the committee discussed this and is considering to examine changes to the timeline (some inequalities of time); could dept have own grade appeal policy?
 5. **Templates for Evaluation Letters from DECs & Chairpersons:** the committee has invited the Chair of the P&T, Dr. Troy Paddock and he will be visiting at our next meeting, March 20, to discuss topic.
 6. **Department P & T Guidelines:** HOLD until AY 24-25 for Interfolio implementation
 7. **Supplemental vs. primary file:** HOLD until AY 24-25 for Interfolio implementation

Committee adjourned at 2 pm.

Respectfully submitted,

Maria Diamantis