

Academic Policy Committee

Minutes

February 19, 2024

Present: Mari Clements, Kandas Queen, Donal Hardin, Larry Baker, Dave McEntire, Amanda Chapman, Jeremy Keene, Bob Hutton, Sandra Crites and Alyssa Gibson

Absent: Chris Cosner, Brian Perkins

Guests: Ann Reed, Veronica Rowse

Approval of Minutes: Bob motioned to approve the February 5th minutes, Dave seconded. Larry abstained. Motion passed.

Old Business

Policy 28

- The next HEPC Provost's meeting is next Wednesday, which conflicts with the BOG meetings. Mari will try to attend or get a copy of the minutes from the Provost's meeting

Attendance Policy

- Amanda revised this policy after the last meeting
- Larry mentioned that there was an issue recently with graduate students who were in half semester classes. This policy may need revised again later to address half semester class attendance
- Larry motioned to approve the policy, Jeremy seconded. Kandas voted against. Motion passed

Administrative Withdrawal Policy

- Some faculty are still concerned with the 14-day federal attendance guideline, and that it isn't their responsibility to take attendance. It is also harder to take attendance in online classes
- Mari clarified that we have the highest default rate of 4-year institutions in WV, and that we are an institution that requires faculty to take attendance
- Mari also stated that GSU would be committing financial aid fraud if we take federal money and then not do our part to track if students are attending or not, and then getting refunded
- Amanda asked the committee if the 14-day guideline should be added to the policy; and if faculty should define their own administrative withdrawal policy in the syllabus template
- The Education Department agreed that if faculty follow what is currently in place, it works
- Stephany Amos provided additional documents for faculty to share with departments
- SGA has not discussed this yet
- Institutional absences are not included in the 14-day count
- This will be tabled until SGA can discuss

Student Complaint Process

- SGA is working to amend their constitution to define how the SGA representative on the student grievance committee will be elected or appointed
- The committee will be a general GSU committee run out of Academic Affairs
- This committee/process will be for complaints that fall under other areas than Title IX, Student Life, ADA, etc.
- The committee should be named “Student Grievance Committee” instead of “Student Complaint Committee”
- Some faculty are asking if this is their responsibility, or the administration/Vice Provost responsibility
- Mari will talk to Eric Marks about a staff member to serve on this committee
- Mari will also start a draft policy for the next meeting

Adjournment: Amanda adjourned the meeting at 12:55 p.m.

Ashley Nicholas

February 20, 2024