

Academic Policy Committee

Minutes

February 5, 2024

Present: Mari Clements, Kandas Queen, Donal Hardin, Chris Cosner, Dave McEntire, Amanda Chapman, Jeremy Keene, Bob Hutton Rebecca Hypes (proxy for Alyssa Gibson) and Sandra Crites

Absent: Larry Baker, Brian Perkins, Alyssa Gibson (proxy Rebecca Hypes)

Guests: Ann Reed, Stephany Amos, Mark Sarver and Maureen Gildein

Approval of Minutes: Chris motioned to approve the January 22nd minutes, Donal seconded. Motion passed.

Old Business

Attendance Policy

- Stephany Amos (Office of Financial Aid), Maureen Gildein (Faculty Senate) and Mark Sarver (Faculty Senate) were in attendance for this discussion
- The attendance policy was approved last semester, but Faculty Senate was questioning why online students had to submit an assignment in order to be counted present, while face-to-face students did not
 - This is a requirement of the federal policy of which we have to abide by
 - The assignment is determined by the faculty member
- Documenting Attendance:
 - 14 day policy: students who have not attended or completed work over a 14 day period must be marked as not attending
 - The sooner these students are documented as not attending, the sooner federal money can be returned. This affects our default rate
 - If our default rate is 30% over a three year period, or reaches 40% over a one-year period, we will lose federal funding
 - GSU currently has the highest default rate in the state
 - The default rate is based on students attending, then leaving with an outstanding loan
- Amanda will make changes to the attendance policy for the next meeting

Administrative Withdrawal Policy

- The Administrative Withdrawal policy was revised prior, but “disruptive behavior, repeated failure to follow instructions” had not been removed from the policy after discussions
- There is still confusion amongst faculty as to when and why these need to be processed
- Administrative Withdrawal is not the same as “FIW”, it is a withdrawal
- The syllabus definition can be more stringent than the policy, but can’t be less stringent than the policy
- Chris motioned to approve the edits made by Ann, Donal seconded. Motion passed
- Amanda asked committee members to speak with their departments about this policy; Mari asked that the policy also be shared with Stephany Amos

Adjournment: Amanda adjourned the meeting at 12:51 p.m.

Ashley Nicholas

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