

Academic Policy Committee

Minutes

November 14, 2024

Present: Mari Clements, Kandas Queen, Jeff Bryson, Larry Baker, Lloyd Bone, Dave McEntire, Brian Perkins, Amanda Chapman, Brooke Fincham, Bob Hutton, Sandra Crites

Absent: Devan Gauldin

Guests: Ann Reed, Duane Chapman

Approval of Minutes:

- Jeff motioned to approve the October 31, 2024 minutes, Bob seconded. Motion passed.

Old Business

No Show Policy

- The sub-group met about the Add/Drop deadline and No Show Policy
 - The recommendation was the Add/Drop deadline will remain the same, but if a seat opens up in a class on that Friday from a student dropping out of a class, the waitlisted student(s) can be registered for the class through the following Monday
 - The sub-group will continue discussion on the No Show Policy
- Mari asked for discussion at a later meeting about the syllabus deadline and if online courses should be opened earlier for non-traditional students, and then propose a policy covering these items
 - Larry will work on drafting a policy about the syllabus deadline and opening of online courses
- The committee questioned 8 week courses, and if a student should have the option to join the class during the 2nd week
- No Show Reporting: there should be something in place so that things aren't messier later if a student never shows and no one is notified that they didn't show
- The committee also questioned whether faculty should be required to use Attendance Tracker the mark attendance for no shows (not including students who have communicated that they can't attend)
- Banner/EdNet is going to be updated to have a Drop Roster so faculty can submit no shows electronically
- Ann will re-word the policy being reviewed by the committee and draft a waitlist policy that includes information about the new Monday deadline for adding waitlisted students to classes that students drop on the Friday prior

Academic Integrity Policy

- Deans and Chairs have not come to a consensus on this topic. Since there is no consensus, the policy will be updated to say that Chairs/Deans will be notified after the decision is made by the Provost and send a letter to the student with the decision
- Jeff motioned to approve the policy with the additional changes, Lloyd seconded. Larry voted against the policy changes. Motion passed

Academic Appeals Policy

- After Faculty Senate reviewed the prior changes, the policy was updated to reflect 5 work days, except for the instance of the President's notification
- Larry motioned to approve the new changes, Jeff seconded. Motion passed

Grade Appeal and Probation & Suspension Policies (Informational Item)

- Faculty Senate made slight adjustments (not to content) and forwarded the policies on to ULC

Adjournment: Amanda adjourned the meeting at 1:21 p.m.

Ashley Nicholas

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