

## ACADEMIC POLICIES COMMITTEE

Monday, August 28, 2023  
2:30p.m. | UC Council Room  
Minutes

Present: Allen, Benedict, Cieminski, Couch, de la Torre, Heiny, Larson, Leatherman, Leonard, Levin, Michell, Matchett, Muller, Newman, Senbet  
Absent: Kang, Parker, Wieben

### Call to Order

The meeting was called to order at 2:31pm.

### Approval of the Agenda

Inclement Weather during Finals Week agenda item will be moved to the second item under New Business. Michell is Student Government Association representative, not PASC rep.

### Approval of the May 1, 2023 meeting minutes

The minutes were approved without objection.

Announcements/Chair's Report (Levin): Introductions around the table. Please look at Curriculum Working group recommendations and associated documents when you get a chance. The micro credentials item will be spearheaded by an ad hoc group here at UNC that will do preliminary research and get back to this committee with more information. Another item for this year is to review UNC policies that live in the catalog and elsewhere.

### Reports from Councils

Graduate Council (Cieminski): We have our planning meeting later this week and then we will go to monthly meetings.

Liberal Arts Council (Muller): We have our first meeting tomorrow. Over the summer, we revamped our website, revised our communications plan, sent out memos to unit leaders on LAC course assessments. We also held a syllabus workshop.

Professional Education Council (vacant)

Undergraduate Council (Larson): Our first meeting is Sept 12<sup>th</sup> 2023.

Student Government Association (Michell): Our first meeting was last Monday. We are currently working on our election. We are no longer the Student Senate; we are now the Student Government Association.

### Special Reports

### Special Order

### Unfinished Business

### New Business

- **Transfer Student & GR Review of Records** (Registrar). See [Undergraduate Student Eligibility for 500-level courses](#)
  - UNC undergraduate students with a cumulative UNC GPA of 3.00 or higher are permitted to take 500-level classes.

- Catalog should reflect what the internal process involves and how to show pre-requisites have been met.
    - What does it take for an undergraduate student to register for 500-level classes?
  - There is already UNC processes in place that consider a student's transfer GPA as part of their overall GPA score.
  - It was mentioned to keep the policy simple and straightforward.
  - We will revisit this item again, after receiving answers to our questions.
- **Inclement Weather during Finals Week.** See last [year's document](#).
    - We have discussed in the past the possibility of policy in which faculty may give students options, i.e., to take an incomplete, do an alternative assessment, take the grade you have without taking the final, or taking a final at an alternative time.
    - Consider making Finals Week Monday – Thursday, making Friday a make-up day.
    - It might benefit students to not schedule final exams on the Friday of Finals week.
    - Consider students who only take night classes.
    - Are there examples of other universities with a four-day Finals Weeks? Yes, but there are examples of pretty much any Finals week you might imagine.
    - What about students coming back the following semester? Students can always register with an incomplete.
      - If a day during finals week is cancelled, what options do faculty currently have?
        - If UNC closes due to inclement weather, all in-person and synchronous online classes are cancelled, and these classes may not just be “moved online” since not all students may have reliable access to internet at home.
    - Is there flexibility surrounding underutilized blocks currently listed on UNC's finals week schedule?
    - Levin requested Couch gather data on how many classes and students use each finals time block in the last three years.
    - Levin will draft a policy for what options faculty may give to students in case a Final must be cancelled.
- **Academic Calendar**
    - Fall break. See [CO universities term comparison.xlsx](#), [Interim Course Enrollments.docx](#)
    - Reading period before Finals
      - Are we over on our contact hours?
      - “Finals on a Saturday schedule” will have lots of conflicts with housing.
        - Additional housing charges only apply when a student stays another 24 hours.
    - Academic calendar changes would need to be coordinated with Housing, Maintenance, etc.
    - UNC's Student Government Association has requested to please consider adding a Fall break, in addition to starting classes two days before current start date.
- **Curriculum Working Group recommendations**
    - [Credit requirements](#)
    - [Policy/process refinements](#)

Comments to the Good of the Order: None.

Adjournment

The meeting was adjourned at 3:47pm.

Oscar Levin  
Chair

Nina Phillips  
Recording Secretary