

ACADEMIC POLICIES COMMITTEE

Monday, September 25, 2023

2:30p.m. | UC Council Room

Minutes

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

Call to Order

The meeting was called to order at 2:30pm.

Approval of the Agenda

The agenda was approved without objection.

Approval of the September 11, 2023 meeting minutes

The minutes were approved without objection.

Announcements/Chair's Report (Levin): Last week was our first Compliance Committee meeting. There is a revision to federal law reasserting ADA requirements to access digital communications. APC may need to look at this policy in the near future.

Reports from Councils

Graduate Council (Cieminski): Chad Bebee spoke with the Council about program assessment standards.

There was discussion of generative AI policy use for comp exams, dissertations and theses.

Liberal Arts Council (Muller): Oscar Levin and Nancy Henke from OER spoke at the 9/19 LAC meeting.

There is a grant opportunity that prioritizes getting LAC classes into OER format. There is work being done on increasing access to OER. LAC will update our bylaws.

Professional Education Council (Bailey): PEC has their first meeting this week; curriculum has started to pour in. We may have another PEC vacancy.

Undergraduate Council (Larson): We formed a student commencement speaker selection subcommittee.

Moore will replace Welsh as vice chair in December. UGC has several vacancies this election term.

Student Government Association (Michell): We concluded our elections last Friday, and the results will be posted Weds, 9/27. We are in the senator hiring process. Michell will be chairing the Academic and Curriculum Committee. We will be bringing an official Fall Break proposal to APC soon.

Special Reports

Special Order

Unfinished Business

- **Inclement Weather during Finals Week.** [Revised policy proposal](#)
 - Discussion of a four day finals week. There is concern that all students would be required to stay until the Friday of finals week just in case there is an inclement weather day. There is concern over student scheduling conflicts who are leaving to go home. Review and discussion of exams in each time slot. Evening classes could be combined into a single exam time slot. The Registrar's Office will be looking at physical space availability for larger classes. Another concern was that more students would have three or more finals on one day but the data shows this may not be the case. After census day, we could publish the schedule but this may require an adjustment from semester to semester. It was

suggested to separate the inclement weather policy and the finals cancellation policy. APC will continue to explore the possibility of a four day finals week independent of a Friday make up day. Discussion of Levin's proposed policy ensued. Instructors could have a discussion with their department chair on what "reasonable options" really mean. Several alternative times would need to be offered. Some students need the final exam grade in order to get a better overall class grade. The decision of how to close out the course, will be made by the instructor in consultation with their department chair. Discussion of an incomplete grade and its appropriateness ensued.

- MOTION: There is a motion to send this policy to Codification.
 - de la Torre firsts, Cieminski seconds.
 - The motion was approved by unanimous voice vote.
- **Curriculum Working Group recommendations**
 - Levin copied over recommendations from a spreadsheet to a list.

Unfinished Business on hold

- **Transfer Student & GR Review of Records** (Registrar).
- **Academic Calendar** Fall break.

New Business

Comments to the Good of the Order: None.

Adjournment

The meeting was adjourned at 3:45pm.

Oscar Levin
Chair

Nina Phillips
Recording Secretary