

ACADEMIC POLICIES COMMITTEE

Monday, April 21, 2025
2:30p.m. | UC Council Room

Minutes

Present: Allen, Benedict, Bolon, Cieminski, Couch, Kyle, Larson, Leatherman, Leonard, Matchett, Muller, Newman, Paytoe Gbayee

Zoom: Parker

Absent: de la Torre

Call to Order 2:31pm

Approval of the Agenda approved with that addition of the officer elections under special orders

Approval of the April 7, 2025, meeting minutes approved with the correction of “Cumbres”

Announcements/Chair’s Report (Newman) – No report, this will be the last meeting of the semester.

Reports from Councils

Graduate Council (Cieminski) – No report

Liberal Arts Council (Muller) – The Liberal Arts Council met on 4/15 and continued Indirect Syllabus Review, identifying a couple more course syllabi that did not meet requirements on Final Review and so will need to resubmit for reapproval into the Curriculum AY 26-27 and beyond. Working on a syllabus-based student exception. Voted to clarify, hopefully, requirements to IS and MS unique to UNCO designations for both course approval and in-syllabus requirements. Elected Chairs and Vice-Chairs for AY 25-26, confirmed that all CCC chairs will return for AY 25-26, reviewed and accepted bylaws update post codification review, and maintained transfer guidance for registrar. Heidi, Chad, and Nancy met with Leanne and Berniece on website update. We’ll have that ready to roll prior to roll-out of new full UNCO site. Heidi reached out to HSS Deans to make sure their changes to end of semester course review and LSI indirect assessment student survey can be coordinated with each other to work smoothly for faculty and data gathering. Final meeting on 4/29. We will complete ISR and finalize a few other details.

Professional Education Council (Paytoe Gbayee) – The Professional Education Council set dates for next year. Their final meeting of the year is coming up where they will determine the role of PEC and EPART.

Undergraduate Council (Larson) – The Undergraduate Council elected new officers for next year. They also discussed a student request and decided on moving forward with the undergraduate commencement speaker process. Changes to UGC Bylaws and BPM will need to be made of their involvement in the process.

Student Government Association (Bolon) – The Student Government Association will be swearing in new officers tonight. The data from the student wide survey will be analyzed.

Special Reports

Special Order

- APC Officer elections
 - Chair – Tracy Gershwin elected by acclamation
 - Vice – Chair – Judy Leatherman elected by acclamation

New Business

Unfinished Business

- **Amorous Relations Policy** ([folder with documents](#))
 - [Amorous Policy](#)
 - Review and revise new draft
 - Attention to brand new Nepotism section
 - Hoping to send out to others for review over summer, will return to Faculty Welfare and then Senate in fall
 - The section on Nepotism will require additional review since it is entirely new language.
 - 1-1-503(1) and 1-1-503(2) should mirror each other
 - Benedict suggested removing the “Violations and Sanctions” section to simplify the policy.
 - It was thought that fewer sections make more sense
 - Discussion on Nepotism Section:
 - Replace “romantic” with “personal”
 - What does it mean for a student who is taking their parent’s course?
 - More clarification will be needed
 - Do we want that flexibility?
 - From a student's perspective, there may be a lot of judgments from other students and a lot of pressure on the instructor on their treatment of their child
 - It was suggested that “Nepotism” is defined clearly in the Purpose section rather than repeating policy content.
 - Parker stated that AAUP strongly recommends students to not take courses from their parents.
 - Leatherman was concerned that with such restrictions it could be discriminatory and may not be feasible in some majors.
 - Keeping the AAUP language “discourage” is preferred.
 - Disclosing and monitoring may be the only solution in the case where a parent’s course is the only option.
 - It’ll become a conflict of interest when favoritism or bias occur.
 - There should be requirements regarding how they are disclosed.
 - Newman stated that the broader language aligns with policies from other institutions.
 - Questions to consider:
 - Who will monitor and decide if something is a conflict of interest?
 - Does there need to be some syllabus statement?
 - Does it need to be disclosed to only that class?
 - Students may file academic appeals if they are directly affected.

- Appeals cannot be made regarding issues that do not involve the student personally.
 - In case of any violations, they must follow section 1-1-513. Retaliation Prohibition and Sanctions for Retaliation
 - If there are situations that might be a conflict of interest, it should be disclosed.
 - Benedict revised the last sentence of 1-1-504(2) to
 - “Relationships with the potential for conflicts of interest due to nepotism must be disclosed in writing to the UNC Human Resources Director for monitoring and employees must take steps to prevent conflicts of interest.”
 - Newman will share the revised draft with legal counsel for review.
- **Rules of Procedure** ([folder with documents](#))
 - [Draft of Rules of Procedure](#)
 - Review and revise new draft
 - Discuss Nancy’s question: “I am a little unclear why/whether it’s proposed as rules of procedure for faculty senate, rather than just included in the relevant sections of the Faculty Constitution in (BPM Article 3 Part 1), but I have no particular objection to it being done this way if other players think this way is best.”
 - This was drafted to clarify the process for internal policy changes and notification requirements to APC.
 - There is a distinction between simple (minor) and complex (substantive) changes:
 - Simple/internal changes: Notification to APC is sufficient.
 - Complex/substantive changes: Should be brought to APC for discussion and review.
 - Such as any new policy or major revisions to a policy.
 - The Liberal Arts Council (LAC) has a similar notification process and could serve as a model.
 - A challenge that councils may face is determining whether a change is “internal” or “substantive”
 - (a) Internal Policy Change
 - APC can discuss or forward changes, depending on the nature of the proposal.
 - Within the curriculum workflow, substantive changes go to the provost.
 - The chains of command for communication and decision making will need to be determined.
 - Cieminski suggests taking the draft “as-is” and discuss it with Graduate Council, Undergraduate Council, and relevant stakeholders.
 - Revision can take place in the fall.
 - Language in the APC bylaws to clarify procedures and responsibilities can be considered.
- **Curriculum Standards Recommendations** ([folder with documents](#))
 - Certificate description and residency requirements

- “The provost feels very strongly that students must take some courses at UNC to earn a certificate from us. This can be fleshed out wherever we discuss residency requirements.”
- [Drafted new language for the catalog](#)

New Business on hold

- **Catalog template and review concentrations**

Unfinished Business on hold

- **University Libraries Unit Organization**
 - [UL Proposed Organization](#)
- **Revisit Fall Break discussion?**
 - Student government conducted survey, students do not want additional week off, but (maybe?) did support extending Thanksgiving to a full week
- **S/U Grading Policy**
 - These small changes should be considered to revise the policy; they were not suggested until late in review timeline
 - Registrar asks to add note (*Note: The S/U grading policy supersedes program level grade requirements where pre-requisites are above a letter grade of "C-".*)
 - Nursing asks to add the highlighted clause: S/U grades may have an impact on eligibility for graduate school, or *professional school or licensure programs such as nursing*. Students should...

Comments to the Good of the Order

- Thank you everyone!
- Thank you also to Harmony and Lauryn for your leadership!
- Newman - Thank you all, I've learned so much from working with all of you and am truly grateful for all the work you all put in!

Adjournment 3:44pm

Harmony Newman
Chair