

ACADEMIC POLICIES COMMITTEE

Monday, August 31, 2026
2:30 p.m. | UC Council Room

Present: Borum, Chapin, Gershwin, Heiny, Hynes, Karlin, Klein, Leonard, Mannello, Muller, Newman Wieben

Zoom: Tian

Absent:

Call to Order 2:33pm

Approval of the Agenda approved without objection

Approval of the April 20, 2026, meeting minutes approved without objection

Announcements/Chair's Report: Welcome everyone!

Reports from Councils:

Graduate Council (Hynes) – No report

Liberal Arts Council (Muller) – The LACouncil has will have its first meeting tomorrow on Tuesday, September 1st. Indirect Syllabus Review memos were distributed on Monday, August 31. Findings were reported to units who had course syllabi under review in AY 25-26 and notifications were included for units that will have courses under review in AY 26-27. Thank you, Lee, for all her work on these. Chair Muller contacted units who had courses under direct assessment in AY 23-24 in the NPS category have not yet provided the council with their follow-up reports. Chair Muller, Kim Black, Jake Henderson and 26-26 LAC Faculty Assessment Representative (FAR) for the Arts and Humanities Nancy Matchett met last week. Matchett will be the go-to for questions around course mapping, assessment design and using the LAC rubrics on Canvas. Henderson will provide additional Canas support. Muller reached out to reach out to all units who have courses conducting direct assessment of student learning in 26-27. Matchett and Henderson will follow-up with units. Thank you to Tara Wood and Kim for putting together the FAR position last spring. We are still working on filling CCC vacancies.

Professional Education Council (Bailey) – No report

Undergraduate Council (Karlin) – The Undergraduate Council will meet at the end of month. Karlin shared information about the Work to Learn Framework the council worked on last year, it will be on the next APC agenda.

Student Government Association (TBD) – No report

Special Reports:

Special Order:

Continued Business:

1. Artificial Intelligence (AI) Task Force Policy Recommendations (AI Policies folder):

- [AI syllabus policy](#) voted down by the senate (3/23/26)

- **Next Steps:**

- Proposed [APC resolution](#) to present to the Senate, Fall 2026.
- Find a place for policy to live that is not part of Board Policy? Catalog?
- Viewed as a Priority by Provost (8/24/26 meeting)
- An appropriate place for the information to live will need to be determined, it could potentially be included in the catalog.
- Leonard asked members if their colleges informed them of state laws requiring certain information to be included on the syllabus. He was also told to disregard that information.
 - i. It was shared that those mandates could be in relation to ADA requirements. UNC syllabus statements could potentially be provided through links for mandated information.
- Newman shared that Provost Marchand-Martella believes having some form of AI statement is important but questioned whether a BPM is the appropriate place for it.
- Senators suggested a resolution as an alternative. However, a concern with using a resolution is that it may not be readily visible or accessible after approval. Including language in the catalog could be considered to provide consistent guidance.
- Wieben raised a concern about enforcement, including how expectations would be monitored, how AI use would be detected, and what the appeal process would be.
- Gershwin shared that she attended AI-related training and recommended establishing transparent and clear expectations.
 - i. She shared concerns and feedback received through the newsletter and believes the inability to reliably detect AI use should not prevent the university from establishing expectations with the primary goal of being transparent.
- Wieben noted that faculty are already addressing AI in their courses, the concern is specifically with mandating a statement.
- A resolution could be passed and shared with deans to incorporate guidance into their respective BPMs.
- The committee will review the proposed language next time and determine whether a resolution or placement in that catalog would be appropriate.

2. Office of the Registrar: Dr. Charlie Couch → Michelle Heiny

New Policy: [Internship Definition and the Awarding of Academic Credit](#)

Date Requested: 4/15/26

Placement(s): Undergraduate and Graduate Catalogs

Purpose: There is currently no university-wide definition of what an internship is and how academic credit is awarded.

- **Next Steps:** Following up with Registrar (Heiny)
- The registrar's office has received several emails regarding retroactive credits for internships.

- While no university-wide policy exists the new policy should define an internship, inform students when they should register for an internship and financial aid considerations.
- She explained there could be a liability concern if there is no official record of the internship and the proposal is primarily intended to clarify the procedure for what students can and cannot do regarding internship registration.
- There were concerns expressed about establishing a university-wide standard that could conflict with other existing processes and suggested that legal review may be appropriate.
 - It was clarified that under the work-to-learn framework, departments should not allow retroactive registration. The internship in WTL would be assigned credits but would not be a registration item for the term.
- It was explained that some professors request internship credit for an internship that was completed prior to the semester in which the student is attempting to register.
 - Documentation and financial aid issues arise when an internship begins prior to the academic term, as documentation cannot be created retroactively and no financial aid can be rewarded.
- Gershwin suggested inserting “during the academic term” in the second point in both UG and GR policies to address repeated internships.
- MOTION: Gershwin moves to approve the recommended language, seconded by Muller.
- VOTE: Motion approved unanimously
- The language will be sent to Codification followed by Faculty Senate.

3. Graduate Council: Dr. Cindy Wesley

Revised Policy: [Transfer of Graduate Credit Policy](#)

Placement: Graduate Catalogs

Purpose: See attached document

- **Next Steps:** Sent follow up email 8/26/26 (Wesley)
- Mannello received an update from Amie Cieminski and will share those updates at the next meeting.

4. Graduate Council/Graduate School:

- [Grad Proposal Cross Numbered - Newman.pdf](#)
- **Next Steps:** Waiting for more information from the Graduate School
 - Sent follow up email 8/26/26 (Wesley)

5. S/U Grading Policy Proposed Modifications.

- MOST RECENT: Revised document [S_U Grading \(CLEAN 2_2026\).docx](#)
- [S_U Grading \(OLD Version\).docx](#)
- [S_U Grading \(MARKED REVISIONS 2_26\).docx](#)
- Emailed to Oscar Levin for feedback
 - **Next Steps:** Determine if we want to re-present the [revised S_U Grading policy](#) to the Senate 2026-27.
 - The committee may want to send the proposed revisions to Levin while working on the item.

- It was explained that the current language does not provide sufficient guidance and is problematic for the Registrar's Office.
 - S/U policies differ between units and with certain ones, this becomes a frequent issue.
 - Concerns related to transfer credits of S/U grades and determining those based on the unit's requirements were addressed.
- It was noted that the university cannot solve every individual student's situation. If students are provided with the necessary information, they are responsible for making their own decisions and accepting the consequences.
- The philosophical component appears to be the primary concern, and each department should have the flexibility to address the issue within its respective area.
- It should be emphasized that discretion rests with the department.
- **MOTION:** Muller moves to approve the revised S/U policy, seconded by Leonard.
- **VOTE:** Motion approved unanimously
- The language will be sent to Codification followed by Faculty Senate.

New Business:

1. Grade Appeal Policy and Committee –

- i. APC might want to use COM policy as a foundation and Newman can share her draft with Mannello to discuss it at next meeting.

2. Student Code of Conduct –

- i. Will no longer be discussed at APC.

New Business (on Hold):

Old Business (On Hold):

1. **University of Northern Colorado Assistant Policy** (Dr. Keith Humphrey, VP Student Affairs)
 - **Next Steps:** More legal review required, Dr. Keith Humphrey will reconnect with APC 2026-27
 - Followed up via email to Keith (8/26/26) – still working on it but he has no timeline for us. Will come back when ready to propose again

Comments to the Good of the Order
Adjournment 3:39pm

Sara Mannello, APC Chair