ACADEMIC POLICIES COMMITTEE
Monday, February 3, 2025
2:30p.m. | UC Council Room
Minutes

Present: Allen, Benedict, Bermudez, Bolon, Cieminski, Couch, Gershwin, Heiny, Kyle, Leatherman, Leonard, Matchett, Milan, Muller, Newman
Zoom: Parker
Absent: Paytoe Gbayee
Guest: Jeri-Anne Lyons

Call to Order 2:31pm
Approval of the Agenda approved without objection
Approval of the January 21, 2025, meeting minutes approved without objection

Announcements/Chair's Report (Newman) – Newman is currently drafting a template for the
	catalog and will send that out to the committee for review soon.

Reports from Councils
Graduate Council (Cieminski) – Graduate Council (GC) met last week and discussed APC
			feedback on reduced credit for PT/FT programs operating on a
			compressed calendar. They will take this feedback back to the unit for
			further input. Dr. Lyon is in attendance to discuss the Graduate School
			AI policy. GC also discussed relaxing credit requirements for doctoral
			courses and reviewing bylaws from codification
Liberal Arts Council (Muller) – Liberal Arts Council will meet tomorrow. They updated bylaws
and will have final discussion tomorrow. General education credentials are also an agenda item
that will be discussed.
Professional Education Council (Paytoe Gbayee) – Professional Education Council starting
committee work to review licensure courses. They are also considering structure based on
codification recommendations.
Undergraduate Council (Larson) – No report
Student Government Association (Bermudez/Bolon) – The student survey on the proposed Fall
break and three-year degree option is currently open, with one week remaining before the
deadline. Nearly 1,000 students have responded so far.

Special Reports
MiKay Elliot, Advising and Academic Success Strategist: Proposed Probation Policy Changes
Cindy Grad AI Policy

Special Order

Unfinished Business
- **Four-Day Final Exam schedule** (folder with documents)
  - Feedback from interested parties

- o <mark>Rotations with Nancy's feedback</mark>
  - Changes in red are recommendations and will not be included in the catalog.
  - Matchett and Newman will send the marked-up policy to COD and will collect any feedback before presenting it to FS.
  - MOTION: Cieminski moves to approve the language to go to codification, seconded by Benedict.
  - VOTE: Approved by voice vote – unanimous.
- o Proposed Final Exam Rotation
- o Data on Final Exam Distributions with New Rotation
- o Benedict met with stake holders
  - Housing requested the schedule of students' finals; this request cannot be accommodated as it goes against policy
- o The committee asked if they should seek additional input from SGA.
  - Bermudez and Bolon believe the SGA voice is sufficient and that no further input is needed.
  - They recommend informing the entire student body of their options
  - Benedict will report back to SGA with information about the Four-Day Finals week

- **Curriculum Standards Recommendations** (folder with documents)
  - o <mark>*Attention to* Certificate description and residency requirements</mark>
  - o Drafted new language for the catalog
  - o A template will be drafted for concentrations
  - o Major Requirements:
    - Changes to the first sentence of the last paragraph:
      - Replace "chose" with "choose"
      - Add a link to the Exploring Student page and insert: "(See Exploring Student)".
      - It was clarified that the credit requirements are 30 credits instead of 45 credits.
    - Residency Work Considerations:
      - Will students be required to complete residency work?
      - Should study abroad be considered residency work?
      - What role will the Registrar's Office play in managing this requirement?
    - There may be overlapping issues between study abroad and residency work.
      - This will be addressed in the future.
  - o Certificate Requirements:
    - The Registrar's Office would like to determine a list of those who submit certification forms.
    - The advising center in each college should initiate the certification process.
    - Students should be able to consult their advisor for any changes to their academic program.

- - Colleges have different processes for major/minor changes and a certificate advisor should be available to students.
    - Addressing the comments made by Matchett and Couch, the first sentence of the second paragraph now reads;
      - "Students interested in a certificate should contact their advisor to complete an Academic Program Change Form."
    - Different institutions have varying certificate requirements, making standardization challenging.
    - Discussion will continue at the next meeting.
- **NHS proposal for Undergraduate Grader** ([folder with documents](#))
  - [NHS proposal for Undergraduate Grader](#)
- **Graduate School AI policy**
  - [Current Posted AI Policy](#)
  - Questions asked to APC:
    - What is an appropriate use of AI and what is considered as academic misconduct?
  - The provost has asked APC to review the policy. No departments or colleges, except for Nursing, are currently working on a different policy.
  - There is concern that the Graduate School is not being responsive to students' needs and technological advancements.
  - Benedict appreciates that this issue is being addressed and supports the policy.
  - Larson finds it fascinating how quickly institutions are adopting AI as a credential/degree. The career applications are expanding rapidly.
  - Cieminski noted that instructors can determine AI use on a course-by-course basis.
    - The GC did not feel the need to create course-specific AI policies, allowing flexibility in its use.
  - Leatherman stated that federal funding agencies have released strict guidelines for the use of AI and institutions could be held responsible if they knowingly allow certain types of AI use.
  - Newman suggested adding "faculty advisor" to address the provost's concerns.
    - However, this may create challenges for advisors and should be discussed further at the committee level.
  - Leatherman proposed changing "policy" to "guidance" in the title to clarify accountability.
    - It was stated that "Guidance" suggests recommendations while "Policy" may be more appropriate if enforcement is required.
  - Kyle noted that Kim Black is leading an AI committee, which can review any updates.
    - Matchette also noted that any catalog changes must be reviewed by APC.
  - **In the title consider removing "Plagiarism" and updating the language**
  - Cieminski noted that references to translation and American Disabilities Act (ADA)-related language were removed.
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<u>New Business on hold</u>
- **Building Catalog template and review of concentrations**
  - Harmony is still working on this and will submit for feedback when drafted
- **General Education Foundation Skills Credential (i.e., LAC "badge")**
  - [CDHE recommendation](#)

<u>Unfinished Business on hold</u>
- **Graduate Student Full-time vs. Part-time Status**
- **Academic Calendar: Fall Break**
  - [Comparison of CO Universities terms](#)
- **University Libraries Unit Organization**
  - [UL Proposed Organization](#)

<u>Comments to the Good of the Order</u>
<u>Adjournment 3:49</u>

Harmony Newman
Chair