

## CODIFICATION COMMITTEE

Wednesday, August 23, 2023

CC Room 2200 | 2:00-3:30pm

### Minutes

**Present:** M. Berg, M. Schuttler, D. Senbet, M. Welsh, H. Yu

#### **Called to Order**

The meeting was called to order at 2:05pm.

#### **Approval of the Agenda**

The agenda was approved without objection.

#### **Approval of the April 26, 2023 meeting minutes**

The meeting minutes was approved without objection.

#### **Chair's Report/Announcements:**

Academic Policy Committee (APC) expressed interest in housing all UNC policies in online library.

#### **Unfinished Business**

- Definitions
- Review Committees, Boards, and Councils Bylaws
- University Regulations: 3-8-106, Scientific Misconduct Policy: SA #[1225: RSCW Misconduct Policy, revision to 1203](#).
  - Schuttler to ask Dan Satriana where we are in the process of reviewing above policy.
- Check Senate Action Forms against the online Board Policy Manual (BPM) and University Regulations (UR) for accuracy:
  - SA #1176: 2-1-204(4)(c)(e)(f)(g) Request for Academic Appeals Board Hearing (originated from APC)
    - Student Senate is now Student Government Association (SGA)
    - Added “or the CAO” after “the Chair”
    - (f) Added: “see 1-1-502(2)(b)” for Conflict of Interest policy in BPM
    - Move to using seven calendar days General Matters
    - 2-1-204(4)(a)(ii) minor edits
    - 2-1-204(7)(a) Hearing Procedure, General Matters: Change “persons” to “individuals” except “third persons.”
      - Added comment asking is there a timeline for the Chair to respond?
    - 2-1-204(7)(c) Record. Changed first “and” to “that.”
    - 2-1-204(7)(d) Burden of Proof. Changed “proving” to “proof.”
    - (e)(iii) Formal Hearing Protocol. Changed “relevant” to “any and all.”
      - Omit “or other indicia of reliability,” adding comment asking: “Isn’t this hearsay?”
    - (e)(iv) Changed “moderate the introduction of” to “introduce all.”
      - Changed “in a manner that facilitates” to “to facilitate.”
      - Changed “introduction of” to “presentation of” relevant evidence,” omitting “that demonstrates their authenticity.”

- (v) Added “Upon reconvening the Chair and the Hearing Panel shall determine” omitting “Once the Hearing Panel has determined.”
  - Added “At this point,” before “the Chair shall close the formal hearing.”
- (f) Deliberation and Decision.
  - Omitted “whether by” and added “based upon.”
  - Changed last sentence to: “At least two-thirds of the ten-member Hearing Panel must agree for a decision to be rendered.”
  - Schuttler added comment asking: What is the deadline for a written decision?
- (g) Preparation of Written Decision of the Hearing Board. After “one calendar” added comment: For the sake of consistency, should we use “working” days?
- (i) In the first sentence, changed “In” to “For” and “involving” to “that involve,” omitting “that” and adding “to make.”
  - Changed “faculty member” to “instructor of record” in all instances.
  - Added “of the Hearing Panel” after “regarding the decision.”
  - Omitted “about the specific final grade change recommended by the Hearing Panel.”
  - Changed “recommendation” to “decision.”
  - Added “Such decision must be” consistent with the written decision... The Chair shall provide the Hearing Panel’s decision to the DSPAC, adding: “who shall make the grade change.”
  - Omitted “for its determination of the final grade change consistent with the written decision of the Hearing Panel.”
  - Omitted “Such determination to be made no later than”
  - Changed last sentence to: “Within five (5) working days, following receipt of the written decision, the final grade change of the DSPAC shall be submitted to the Registrar.” omitting “for entry of the final grade.”

**New Business:**

- Schuttler will reply to Greg DeKrey’s email expressing concerns over Learning Management Systems policy in BPM.

**Adjournment**

The meeting was adjourned at 3:27pm.

**CODIFICATION COMMITTEE**

**Wednesday, April 26, 2023**

**UC Aspen A & B | 2:00-3:30pm**

**Minutes**

**Present:** M. Berg, J. Rich Fredericks, M. Schuttler, D. Senbet, M. Welsh, H. Yu

**Called to Order**

The meeting was called to order at 2:03pm.

**Approval of the Agenda**

Approved without objection.

**Approval of the April 12, 2023 meeting minutes**

Approved without objection.

**Chair's Report/Announcements:** None.

**Unfinished Business**

- Definitions
- Review Committees, Boards, and Councils Bylaws
- University Regulations: 3-8-106, Scientific Misconduct Policy: SA #[1225: RSCW Misconduct Policy, revision to 1203](#).
- Check Senate Action Forms against the online Board Policy Manual (BPM) and University Regulations (UR) for accuracy:
  - SA ##1176: 2-1-204(4)(c)(e) (f) Request for Academic Appeals Board Hearing (originated from APC)
    - Student Senate is now Student Government Association (SGA)
    - Added “or the CAO” after “the Chair”
    - (f) Added: “see 1-1-502(2)(b)” for Conflict of Interest policy in BPM
    - Move to using seven calendar days

**New Business:** None.

**Adjournment**

The meeting was adjourned at 3:16pm.