

ACADEMIC POLICIES COMMITTEE

November 20, 2017

Member(s) Present: Bergstrom, Couch, Glen, Heiny, Kang, Lawrence, Murry, Sullivan, Toewe (Glen), Weis, Welsh.

Member(s) Absent: Ellis, Herrick, Luce, Parker.

Guest: Bentz.

Call to Order

The meeting was called to order at 3:00 p.m.

Approval of the agenda/November 6, 2017 minutes

The agenda was amended to move New Business ahead of Unfinished Business. The amended agenda was approved without objection.

The November 6, 2017 minutes were approved unanimously.

Chair Report/Announcements

Glen will Chair today's meeting for Toewe.

Reports from Councils

Graduate Council: No report.

Liberal Arts Council: No report.

Professional Education Council: No report.

Undergraduate Council (Bergstrom)

A representative from Academic Affairs will attend the December UGC meeting to discuss changes to the UNC admissions policy.

Student Senate: No report.

Special Reports

Special Orders

Unfinished Business

Academic Appeal Procedure Amendments – Task Force Update

The Task Force did not meet this week.

Final Exam Language – Additional Discussion Items

The updated Final Exam language will be presented as an information item at today's Faculty Senate meeting.

High School Concurrent Student (Catalog)

- <http://unco.smartcatalogiq.com/en/current/Undergraduate-Catalog/Undergraduate-Information-and-Policies/Registration/High-School-Concurrent-Student>

Couch has updated the information to include the following Committee recommendations:

- Concurrent Enrollment: Sentence #1: After "21 years old" add "at the time of enrollment"
- Dual Enrollment: Sentence #4: After "high school instructor" add "high school principal, and UNC".

The information will be presented to the Faculty Senate as an information item at the December 4th meeting.

New Business

Syllabi Information Placement (Bentz)

Glen welcomed Bentz, who was invited by the Committee to discuss syllabi guidelines/syllabi information placement on the UNC website (provide syllabi information in an easily accessible area).

- Syllabi requirements per Board Policy Manual 2-3-501 Curriculum
- Title: Syllabus Guidelines
- Discussion of syllabi information items (required + other)
 - Student Code of Conduct
 - Plagiarism Statement
 - Disability Support Services Statement
- Templates of syllabi from colleges
- Direct links to statements

- Discussion of possible placement areas
 - Office of the Provost > Faculty Resources > Information and Forms
 - UNC Homepage > For You > Faculty and Staff > Favorites

Bentz will contact University Relations (Web author for the UNC Homepage) to discuss a location for syllabi information (For You > Faculty and Staff).

Comments to the Good of the Order

Adjournment

The meeting adjourned at 3:40 p.m.

Nancy Glen
Vice Chair

Lori Riley
Recording Secretary