

ACADEMIC POLICIES COMMITTEE

Monday, September 16, 2019

3:00 p.m. UC Council Room

MINUTES

Member(s) Present: Couch, Fulks, Garrett, Goodrum, Goodwin, Greene, Heiny, Matchett, Murry, Sullivan, Tancayo, Toewe, Welsh

Member(s) Absent: Evans, Trelogan, Wiegand, Williams

Call to Order

- The meeting was called to order at 3:04pm.

Approval of the Agenda

- Agenda approved with no additions.

Approval of the September 3, 2019 meeting minutes

- Minutes approved with addition of absentee members.

Announcements

- Betsy Kienitz is onboard as new administrative assistant.

Chair's report

- Work is coming; Nothing new to report at this time.

Reports from Councils:

- **Graduate Council** – No Report
- **Liberal Arts Council** – Matchett - Area committees fully staffed; Need to hold elections for area chairs; No urgent business; Need to obtain full list of voting faculty
- **Professional Education Council** – Goodwin - Meet next week; Last year submitted bylaw amendment/updates to Codification, unknown status
- **Undergraduate Council** – Garrett - Intent to align bylaws with board policy; Editing committee report
- **Student Senate** – Tancayo – Communication to share voices and concerns of students expected mid-October; Looking for faculty input
 - Murry is the faculty representative for SS and wants to be kept aware.

Unfinished Business

- Academic Appeal Procedure Amendment Proposals
 - Being reviewed by Codification
 - Couch - When faculty contact Registrar with questions, who is the point person?
 - Brian Luedloff
 - Welsh - How will the process be returned from Codification?
 - Toewe – Codification and Satriana are working it out.
- Murry reported that she has not completed the report to Senate; Codification Committee reviewing their document prior delivery to Senate.

New Business

- Garrett – Question for the Registrar regarding deadline for grade replacement
 - Couch – Registration Drop Deadline is grade replacements deadline; Multiple communications are sent to student bearmail from Reg regarding course repeat notifications and implications, including grade replacement deadlines
 - UG appeals go to IAP, Matchett; GR appeals go to Cindy Wesley
- Murry – Question about new Bursar policy in effect for Fall 2019: Withdrawal/tuition reimbursement; no tuition refund after Drop Deadline; What recourse do students have to appeal tuition?
 - Couch/Heiny - Registration Appeal Form, housed on the Registrar website under [Forms](#)

Comments to the Good of the Order

- Welsh – Question about bylaws at Codification
 - Murry – Bylaws are in the workflow for Codification and Satriana.
 - Toewe – Topic will be brought up at the Faculty Senate meeting later today.

Adjournment

- The meeting adjourned at 3:24pm.

Anne Toewe
Chair

Betsy Kienitz
Recording Secretary