

## ACADEMIC POLICIES COMMITTEE

Monday, February 1, 2021  
2:30p.m. Remote Meeting - Zoom

### MINUTES

**Present:** Castro, Couch, Dineen, Dunemn, Greene, Matchett, McMullen, Murry, Toewe, Wood

**Absent:** Cardona, Fulks, Pullen, Vaughan

**Guests:** Heiny, LaSota, Levin

#### Call to Order

The meeting was called to order at 2:32pm.

#### Approval of the Agenda

Approved without objection.

#### Approval of the January 19, 2021 meeting minutes

Approved without objection.

#### Chair's report (Toewe)

#### Reports from Councils:

Graduate Council (Dunemn) – GC met 1/21, and discussion included changes to graduate faculty guidelines, leave of absence for graduate students, and workload concerns, especially concerning doctoral committees.

DISCUSSION: Murry noted that Ed Leadership is having trouble with too few faculty members to handle the load. Dunemn raised concerns about students having to wait.

Liberal Arts Council (Wood) – LAC meets tomorrow.

Professional Education Council (McMullen) – PEC met last week. Communication is going out to the teacher prep program regarding revised matrices. PEC is concerned about vaccine availability for student teaching supervisors who spend time in K-12 schools, as higher education faculty are not included in the same vaccine priority group as K-12 educators.

DISCUSSION: Matchett noted that student teachers are being vaccinated at placement schools and thanked McMullen for bringing up the issue of faculty supervising student teachers needing access to the vaccine.

Undergraduate Council (Dineen) – UGC meets next Tuesday. We'll be discussing S/U grading and the exam proctoring policy. The application for UG commencement student speaker is out now; please encourage graduating seniors to apply.

Student Senate (Castro) – No Report.

#### Unfinished Business

- **Withdrawal dates**
  - Couch presented catalog language updates based off previous discussion.
  - In aiming for the 95% of term for withdrawal dates, Registrar staff pointed out that such a percentage would put the date at an awkward time mid-finals week.
    - Additionally, for short/compressed courses the 95% mark would be difficult to monitor and confusing for students.
    - Couch asked the committee to consider a deadline that is easier to interpret.

- The committee discussed clearer ways to set the deadline, such as “Friday before final exam week”.
    - Short course deadlines would need to be similarly denoted; perhaps something like “last regular class meeting day”.
  - Members mentioned the importance of including the course withdrawal deadline on syllabi and suggested adding clearer messages about and navigation to course withdrawal deadlines in Canvas and Ursa.
  - Any new withdrawal schedule would be for the next academic year (starting Fall 2021).
    - Changes cannot be made for the Summer 2021 term, as the calendar is already published and has been communicated to external agencies.
  - Couch will bring adjusted language for review next time.
- **S/U grading**
    - The committee reviewed data about how students used the S/U grading option for Fall 2020.
      - Over 1100 students submitted S/U grading applications.
      - Data is available by student level, course prefix/title, program of study, and letter grade replaced.
    - UGC can review the data at their next meeting and report back to APC.

#### DISCUSSION:

- There are a surprising number of courses that would have been “A” and “B” grades without the S/U selection.
- Couch noted that the number of student appeals concerning S/U grading has been relatively small.
  - Last Spring there were a handful of appeals asking to revert to the letter grade.
  - However, the appeals for Fall have been to ask to convert to S/U after the fact.

- **Exam Proctoring**

- Matchett discussed the latest draft policy for online exam proctoring.
  - Multiple areas are looking at the topic, including various academic units, UGC, GC, and OER.
- Beyond the academic impacts, online exam proctoring is largely a resource and budget issue. As discussed last time, considerations include:
  - Cost of managing the IT side/reallocation of funds from other university functions
  - Trends in online learning and assessment
- The committee was encouraged to get feedback from their colleagues.

#### New Business

- **Mutually Exclusive Courses**

- Couch presented proposed changes to the catalog language concerning mutually exclusive courses.
- Revisions are based on how mutual exclusivity has been interpreted recently regarding LAC courses, in particular when there are substantially similar courses geared toward requirements in different programs.
- The committee discussed issues pertaining to transfer courses, cross-listed courses, equivalent courses, and grade replacement.

- Couch and Heiny will check with Registrar staff about past issues relating to grade replacement eligibility and mutually exclusive courses.
- Couch will bring a revised version for review next time.

Comments to the Good of the Order

Adjournment

The meeting was adjourned at 3:38pm.

Anne Toewe  
Chair

Betsy Kienitz  
Recording Secretary