

# Minutes: Academic Policies and Procedures Meeting

Feb 1 2013

## Members Present:

David Leach, Krystal Perkins, Myrna Gantner, Donna Haley, Jean Cook, Lisa Gezon, Ron Reigner, Michael Hopper, Robert Kilpatrick, Vicki Geisler, Tina Warren

- I. **Policy Dissemination:** Jean Cook asked where new policies are published, particularly campus wide policies regarding things like common syllabi language and expectations. They are disseminated via faculty senate minutes and Dean's meetings. Myrna Gantner stated that the associated deans are working on standard language for all syllabi and a subsequent policy page on the Provost's site.
- II. **Approval of Minutes from Nov 1 2012:** The minutes from the last meeting were approved by a unanimous voice vote.
- III. **Feedback to the Provost about semester length:** The committee reviewed and approved the comments summarize campus responses from the previous meeting. The committee decided not to recommend the trimester idea in this document, since the document served primarily to consider the fifteen versus sixteen week semester. Departments were not asked about the trimester option. The committee unanimously voted to send the document to the Provost.
- IV. **Update on evaluation of the president:** It was suggested in the previous meeting that campus use this opportunity to develop a formal evaluation policy/procedure for the president of the university. Neither Myrna Gantner nor Lisa Gezon was able to find a record of a formal policy. David Leach is trying to determine what procedures, if any, are in place, but has not heard yet from Senate President Jeff Johnson. As such, this action was tabled to the next Academic Policies meeting.
- V. **SACS Compliance Statement Reviews:** Jon Anderson sent four SACS reports that need to be reviewed by the end of March 2013, specifically looking for feedback regarding evidence that's missing or ways the reports can be improved. Several of the reports were previously written by this committee, so the chair will clarify if we are the appropriate committee to review these reports and get more specific instructions on what needs to be done. If further action is called for, he will email the committee with their review assignments.
- VI. **Policy on University Sponsored Absences:** Committee reviewed edits to the policy on university sponsored absences. Changes to the language were updates to the names of departments and the list of things for which students cannot be penalized, given they make advance arrangements. It also removes language that allowed an instructor to drop a student from a class. The committee added bullet points to make the passage easier to read. The committee voted unanimously to send the revised policy to the Senate for approval.
- VII. **Replacement for Grade Appeal Committee:** Ayona Chatterjee resigned from the university at the end of last semester, and thus no longer serving on the Grade Appeal Committee. Vicki Geisler was elected to fill her space.
- VIII. **Adding +- grades:** The UWG discussion list recently suggested that the Academic Policies committee consider using +- grades at UWG. Lisa Gezon asked what is the process for

starting this discussion formally. The Academic Policies Committee would create an ad-hoc subcommittee. If the AP committee recommended the change, it would go to the senate and then Board of Regents. Donna Haley reminded the committee of the many hidden costs (transcript paper, Banner upgrades, etc). Every grade becomes a border case and subject to much more debate from students. Professional schools may strip the +- grade from transcripts to calculate GPAs anyway. Other schools are already doing this (at least 2 schools within the USG system). The committee questioned the general faculty feelings about the possibility of +- grades. Lisa Gezon will chair an ad-hoc committee to create a basic survey to the general faculty in order to determine whether this is a reasonable expenditure of the committee's efforts.

**IX. *Adjournment***

Submitted by Jean Cook