

Academic Policies Committee  
Minutes  
26 August 2016  
Minutes approved: 21 September 2016

**In Attendance:** Debra MacComb, Ajith DeSilva, Jean Cook (for Anne Barnhart), Chance Grzesik, Donna Haley, David Jenks, Shelly Elman, Emily McKendry-Smith, Patrick Hadley, Sally Richter, Nancy Penco

The meeting began at 3:00 PM.

- I. Minutes
  - a. The minutes from the 8 April 2016 meeting will be reviewed for approval at our next meeting.
  
- II. MOWR
  - a. The proposal that all MOWR students sign the Acknowledgement Form was unanimously passed.
  
- III. Overlap in MWF and MW course schedules
  - a. David went over the steps the university is taking to address this:
    - i. ITS is implementing a solution for overlap in scheduling of rooms.
    - ii. When students try to enroll in overlapping courses, they will receive an electronic warning about the time between their classes.
    - iii. It is anticipated that this will be fully resolved by next fall.
  
- IV. Timing of Online Student Evaluations
  - a. Emily will contact Beth Rene Roepnack to get more information on how online course evaluations are scheduled.
  
- V. New Business
  - a. Based on the schedule of Faculty Senate meetings, Emily will send out a poll to determine this semester's meeting time for this committee.
  - b. The issue of Chairs needing to add changes into the Academic Catalog after those changes have been approved by Faculty Senate was discussed.
    - i. UWG's current catalog software is being discontinued by the company and we will be transitioning to a new catalog software.
    - ii. Changes that were approved but were not added to the Academic Catalog can still be implemented for students. The changes may be in WolfWatch already, or the petition feature can be used.
  
- VI. No old business was discussed.

VII. The meeting was adjourned at 3:36 PM.