

Faculty Senate
Academic Policies Committee
Draft Minutes
31 October 2025
11am—12pm

In Attendance: Amy Ellison, UC Senator; Matt Varga, Graduate Education (Ex Officio); Shelly Elman, CHASS Senator (APC Chair); Lewis Baumstark, CMCS Rep; Samantha Duke White, RCOB Rep; Michelle Venn, School of Nursing Rep; Marie Brown, Registrar (Ex Officio), Jean Cook, Library Rep; Corey Maggiano, CHASS Senator; Ericka Wentz, UC Senator; Kyunghee Moon, CMCS Senator, David Newton, Provost's Office (Ex Officio), Deon Kay, SCFM Rep, Laurie Kimbrel, COE Rep. Julie Talbot, CMCS Rep.

The meeting began at 11:00AM

- I. Approval of September 30, 2025 minutes occurred over email.
 - a. Approved with no changes.
- II. Academic Integrity Committee Update
 - a. Corey Maggiano and Michelle Venn are the representatives from APC.
 - b. The committee consists of reps from Student Affairs, Legal, ORSP, Graduate School in addition to Corey and Michelle (Senate), Jeff Reber (Academic Affairs), Tim Schroer (Academic Appeals).
 - c. The committee met. Michelle is serving as co-chair with Matt Varga (Dean of Graduate School).
 - i. They are looking at peer institutions to see how they handle misconduct.
 - ii. Once they gather this information, Michelle and Matt will write something up and then share with Academic Integrity Committee.
 - iii. Once it's approved by subcommittee, where does it go?
 1. Shelly will consult with Dylan for the correct approval procedure.
 - a. From Dylan: "...APC can pass it to senate as an action item (Rules isn't necessary). I'm not sure the role of Legal in this case. If this is something that will go in the faculty handbook, faculty governance process covers that (APC > FS > Pres.). The process Matt is thinking of applies to the non-academic policies and procedures of the university."
 2. Matt wants to get feedback going through legal and policy stats as well.
 - III. Credit hour requirement for double majors

- a. USG is going through catalogs and asking institutions to clarify policies. They requested we clarify our policy on double majors and double counting courses.
- b. David Newton (Provost's Office) and Marie Brown (Registrar) have been looking at this issue.
- c. USG minimum credit hours for a degree is 21.
- d. Issue is double counting courses; the USG policy is that we can't count a major course in both major programs.
- e. USG wants double major to be 21 hours in the second discipline that's unique to the first major.
- f. GA Southern policy looks to be what we are aiming for as they use language identifying the 21 credit hour minimum for the second major and that the courses making up those 21 credit hours are unique to the second major and not counted toward the first.
- g. Marie will look at double majors last spring to see if any double counting occurred.
- h. The goal is not to include a prescriptive number of total credit hours for a double major.

IV. Developing Curricular and Content Review Process/Policy (Provost)

- a. Concern that someone outside of the program reviews syllabi and they are the same person who reviews faculty
- b. Concern that the implication is that faculty don't do this each year
- c. Create a standing committee that will have representation from all programs which will then give approvals to the Chair/Director. So that review is at the School/Department level.
- d. Concern that there are some courses that haven't been reviewed for ten years.
- e. CS tried doing this type of 3-year review of courses and it fell apart quickly.
- f. Discussion of accreditation and ensuring that accreditation is taken into account because it requires curricular review.
 - i. In addition, we do extensive assessments on SLOs, core, and programs which include course assessments.
- g. Is policy about curricular review written in each college or school or program?
 - i. Difficulty in the structuring of colleges like CHASS or CMCS, where programs are in large schools with directors who don't have expertise in some of the programs they oversee.
- h. Focus on multiple sections of one course, usually at the 1000-2000 level and in core, is the experience of the students the same?
 - i. ENGL Comp and three core MATH courses, Survey of Calculus, Calculus I, Pre-Calculus, Calculus have common syllabi.
- i. Recommend that this is determined at the program level?

- i. Discussion of the fact that Program Coordinators don't have time or authority to determine if the content of the section of a course is not following SLO
- j. Request how programs in CHASS review curriculum for next meeting.
 - i. Shelly will bring this up in Committee Reports in Senate to ask for clarification on what the Provost is requesting.

V. Other business

- a. An update on NUDGE—Course Den notifications to students about assignments and to instructors about grading will be implemented

VI. Adjournment: The meeting ended at 12:12PM