

Annual Report of the Academic Policies Committee

Academic Year 2022-2023

Committee Membership

Emma Witt	Chair (2022–2024)
Robin Hernandez-Mekonnen	Vice Chair (2022–2023), Graduate Studies (2021–2023) and Union representative
Beverly Vaughn	ARHU (2021–2023)
Amit Mukherjee	BUSN (2021–2023)
Susan Cydis	EDUC (2021–2023)
Geoffrey Gust	GENS (2021–2023)
Christian Ehiobuche	Graduate Studies (2021–2023)
Trina Gipson-Jones	HLTH (2021–2023)
Rui (Jeff) Ge	Library (2021–2023)
Pam Kosick	NAMS (2021–2023)
Kimberley Schanz	SOBL (2021–2023)
Amy Beth Glass	Associate Provost for Academic Affairs (Provost designee)
Robert Gregg	Dean, School of General Studies & Graduate Education
Marissa Levy	Dean of SOBL (Provost appointee)

Table 1: Summary of policies and procedures considered by APC in AY 22-23

Policy/Procedure Number	Title	APC Action	Status
Procedure 1035	General Assurances Statement: Protection of Human Rights in Research	Brief Review, asked IRB chair for feedback	In IRB/Provosts office for development of additional procedures
Procedure 2070	Distance Education	Brief Review, Senate President advised it was heading to the Union	See Union agreement on Distance Education
Policy II-27			
Procedure 2015	Repeat Courses	Passed in September Meeting	Passed Senate with revisions in December. Provost's Office is working on implementation, unsure of official Procedure Status
Procedure 2021	Administration of Credit By Examination	Passed in February Meeting	Sent to Senate Exec, on Retreat Agenda for First Reading
Procedure 2032	Undergraduate Transfer Credit	Passed in March Meeting	Sent to Senate Exec, on Retreat Agenda for First Reading
Procedure 2031	Skills Competency Requirement	Passed in February Meeting	Sent to Senate Exec-new revisions requested.
Procedure 2200	Education Abroad	Passed in March Meeting	Sent to Senate Exec, on Retreat Agenda for First Reading
Policy II-13	Student Course Load Categories	Passed in October Meeting	Sent to Senate Exec
Policy II-21	Participation in Commencement	Passed in October Meeting	Sent to Senate Exec
Procedure 2035	Course Content Accessibility	Extensive Discussion, Passed in February Meeting	Sent to Senate Exec, on Retreat Agenda for First Reading
Procedure 2018*	Drop/Add and Withdrawal from a Course	Discussed and no changes recommended	NA

*Faculty requested review

The Academic Policies Committee (APC) met seven times during AY 22-23. We were tasked with the review of seven procedures, two policies, and one policy-procedure pair (Table 1). Of these, the policy-procedure pair on **Distance Education** was re-assigned to the Union, and **Procedure 1035** General Assurances Statement on Protection of Human Right in Research was sent back to the Provost's Office via the Institutional Research Board (IRB) when APC reached out to IRB for assistance in understanding the procedure.

Procedure 2015 Repeat Courses (aka Grade Replacement) was passed by APC in September and by the full Senate in December. APC is aware that the Provost's Office is working to operationalize the Procedure. APC is not aware of where the Procedure is in the post-Senate approval process.

APC wishes to emphasize in this report that a periodic review of how students are using the grade replacement option is essential to ensuring it is functioning as intended. We recommend review of:

- the number of courses in which grades are replaced,
- which courses are most commonly subjected to grade replacement,
- seat availability in these courses.

Further, we would like to know

- how many students are replacing grades
- how many grades are replaced per student
- grade replacement impact on time to graduation
- financial aid impact

We hope that by looking at these data we can ensure that the grade replacement procedure is working as intended and not having unintended consequences to students or faculty.

APC would also like to remind all programs to look at their courses and ensure that any courses needing to be exempted from the grade replacement procedure be designated as such in handbooks, bulletins, course catalogs, etc.

Procedure 2035 Course Content Accessibility was considered by APC throughout the fall semester and passed in February. The APC has serious concerns about the faculty's ability to meet the requirements in the procedure without additional support and training. These concerns are outlined in our [Procedure 1035 Recommendations document](#).

The remaining policies and procedures APC considered this academic year were fairly basic and did not result in extensive changes or anticipated impacts to faculty or students. The committee discussed a few other items:

- Recommended creation of AHVI task force to develop procedures for subscript review and implementation
- Worked with Provost's office to develop a draft Academic Honesty Reporting form which we hope to begin testing soon.
- Agreed to work with Provost's office in developing training program related to plagiarism and academic honesty.

- Discussed future of the Academic Honesty sanctioning rubric and formulated a plan to streamline it and put it somewhere in the Portal in case folks want to use it.

The chair thanks all of the committee members for their great work this academic year, as well as those from across campus who answer all our questions and are willing to explain things to the committee.