

**Academic Policies and Standards Committee**

Raymond Higbea, Chair 2021-2022

Meeting Minutes

November 4, 2021, 9 AM – 11 AM EDT

[Zoom Meeting Link](https://gvsu-edu.zoom.us/j/96228087128?pwd=OE91bmdNZXpjR2pDd0Mvb0x2M1VsZz0)

Present:

College of Liberal Arts and Sciences

Carlson, Todd

Losey, Kay (recording)

Shapiro-Shapin, Carolyn

Wildey, Mikhila

Seidman College of Business

Jones-Rikkers, Catherine

College of Community and Public Service

Higbea, Raymond (Chair)

College of Education

Diarrassouba, Nagnon

Padnos College of Engineering and Computing

Corneal, Lindsay

College of Health Professions

Machnick, Kelly

Brooks College of Interdisciplinary Studies

Ripple, Darien

Kirkhof College of Nursing

Slager, Diane

University Libraries

Beasecker, Robert

At Large—Elected by and from UAS

Student Representatives

Provost Designee

Benet, Suzeanne

1. Welcome
2. Review and approval of minutes from October meeting

Motion to approve: Slager, Second: Corneal; Motion carried.

1. Old Business

**a. Prior Learning Charge** – report to ECS

Higbea: ECS had no comments on the report. Will go to UAS for vote 11/5/21.

**b. Leadership and succession** – Raymond, Todd, & Darrian - [draft response](https://docs.google.com/document/d/1susSlqG2b_eenEb3fb34iQkZSvnJBtwjwqQqnkExIME/edit)

Higbea: Process draft shared with committee (see link)

Discussion: Should there be a Chair and Vice Chair? If so, what are the duties of the Vice Chair? Should those up for election be considered for either of these positions?

Motion: Add clarifying language to the draft: The Vice Chair will prepare to take over the Chair position. Motion to approve: Seconded: Motion carries.(Details needed here.)

**c. Syllabi repository** – Mikhila & Kay - [draft response](https://docs.google.com/document/d/1ZsieqXlJzJ_PeFHRgWXtwzJ06jgYZE6e6fhzb3o_TSE/edit?usp=sharing)

Wildey: Draft response shared with committee.

Discussion: How will it be submitted? Which division will be responsible (Provost or Registrar)?

Carlson suggests minor edit to draft; Wildey edits draft.

Decision made to take the draft to various stakeholders for feedback, emphasizing that this is a request from Student Senate and that APSC wants to prevent additional work for faculty and/or department staff.

Action Items:

* Faculty on APSC will share with departments and/or colleges for feedback.
* Suzeanne will discuss with members of Provost’s staff.
* Raymond will discuss with IT staff.
* Reports on findings will be on APSC agenda for December.

**d. In-person exams on election d**ay – Nagnon & Dianne

Diarrassouba: Presents draft recommendation (put link here when available, it has been requested).The working group looked at more than 20 institutions, none gave a day off. They recommend an excused absence option, which is supported by the Higher Education Act of 1993 & 2013, according to their research.

Discussion: What about labs? What about students taking a “day off”? Discussion concludes that excused absence idea is not practical unless possibly tied to Fall Break, if Fall Break could be changed to first week of November.

Slager: Suggests removing “excused absence” idea from draft.

Action Items:

* Suzeanne: talk with Provost and Registrar representatives re: possibility of moving Fall Break to first week of November.
* Nagnon & Diane: research the Higher Education Act of 1993 and 2013 for more context surround the recommendation they cite.
* This item will be on December 2021 agenda to revise policy recommendation based on findings.

**e. 58-credit rule** – Kelly, Kay, & Carolyn - [58-credit rule Google Sheet](https://docs.google.com/spreadsheets/d/1EhUp6iANmbQfRNGuTOPVGP6zzzUQDJvy_O1dVxqbqOE/edit?usp=sharing)

Machnik: Shares google.sheet with comparisons of 2021 vs 2016 APSC findings re: minimum credit hours at 4-year institution for graduation. It appears that GVSU’s 58 credit rule is in line with most institutions. Because entries to the sheet were due just a day or two before this meeting, more time is needed to fully analyze.

Discussion: This charge is from Provost Cimitile. These are reasons for a change such as the need to keep up graduation rates, to support adult learners and alternative ways of earning credit, to keep up tuition $, etc.

Benet: Exceptions are rarely made to the rule at GVSU because the rule is clear, and she rarely waives the rule.

Action Items:

* Kelly, Kay, & Carolyn will review data to confirm initial findings and draft a statement of findings and recommendations.
* This item will be on Dec. 2021 APSC agenda.

**f. Test-optional admissions** – Carolyn, Lindsay, & Nagnon

Action Items:

* Suzeanne offers to help working group.
* Group will have draft language for next APSC meeting.
* Will be “top” of the agenda for Dec. APSC meeting.
1. New Business
	1. GVSU Graduate Honors Policy—

Higbea: A new request, from Registrar.

Working Group: Slager, Corneal, & Machnick

1. Adjourn

Rescheduling exams during exam week – Darrian & Ellen?? What happened with this group?