**Academic Policies and Standards Committee**

Raymond Higbea, Chair 2021-2022

Meeting Minutes

September 2, 2021, 9 AM – 11 AM EDT

Online: <https://gvsu-edu.zoom.us/j/95251621137?pwd=dC9raGpWVUF3NjVET2YrN1FnSEdLQT09>

Present:

College of Liberal Arts and Sciences

* Carlson, Todd (recording)
* Losey, Kay
* Shapiro-Shapin, Carolyn
* Wildey, Mikhila

Seidman College of Business

College of Community and Public Service

* Higbea, Raymond

College of Education

* Diarrassouba, Nagnon

Padnos College of Engineering and Computing

* Corneal, Lindsay

College of Health Professions

* Kelly Machnick

Brooks College of Interdisciplinary Studies

* Darien Ripple

Kirkhof College of Nursing

* Slager, Dianne

University Libraries

At Large - Elected by and from UAS

Student Representatives

Provost Designee

* Benet, Suzeanne (*ex officio*)
1. The meeting was called to order at 9:02 AM
2. The chair welcomed new members and all present introduced themselves.
3. The Committee reviewed the charges sent forward to the committee from ECS.
4. Evaluate pilot programs of prior learning credit toward developing a university-wide policy for undergraduates (SHORE Log 1161-2020): Do the current policies align with experiences with issues encounter by the pilot programs? It was suggested that we should evaluate the policy rather than the actual programs. The policy developed last year has not been published yet and is still a work in progress. We will ask ECS for clarification of our role in this assessment.
5. Review the Student Senate Resolution memo regarding creating a repository of syllabi and make recommendations as appropriate (SHORE Log: 1162-2020): Student Government has asked for an on-line repository of syllabi for the past three years. Specific professor’s syllabi are requested as they provide more detail than the Syllabus of Record. This proposal was supported by the UAS. It was questioned if this should include graduate course syllabi. It was pointed out that several departments already keep a departmental repository of syllabi. There was a discussion about who would administer this facility. There was a concern that this could add workload to the already strained departmental office staff. Mikala and Kay will lead this effort.
6. Review the Student Senate Resolution memo regarding in-person exams on election day and make recommendations as appropriate (SHORE Log 1163-2020): The idea to cancel all classes on election day was already deemed unreasonable by the administration. Other accommodations to facilitate in-person voting by students, such as prohibiting activities that require in-class attendance (exams, presentations, etc…) on election day may be explored. Nagnon and Dianne will lead this effort.
7. Review Student Senate Resolution memo regarding rescheduling exams during finals week if a student has three or more exams and make recommendations as appropriate. (SHORE Log 1164-2020): The current policy is to accommodate students with more than two exams on one day, with the accommodation to be worked out among the student and the professors. The committee will review this policy in order to respond to the Student Senate Resolution request. Darrian and Ellen will lead this effort.
8. Review the rule that students must take 58 credits at a 4-year institution in light of the impact this rule may have on adult learners and other non-traditional students (Traverse City campus students, e.g.). It was asked if this limit too high and how it compared to other institutions. Kelly, Kay, and Carolyn will lead this effort.
9. Review procedures related to test-optional admissions and make recommendations as appropriate: Carolyn, Lyndsey, and Nagnon will lead this issue.
10. Propose language to ensure that the applicable section of the UAS Bylaws (SG 1.02) that charters the committee includes a subsection on leadership that describes the leadership positions and succession process. It was asked why the committee was given this task as it does not seem to be an academic policy. Raymond will ask ECS for clarification on this. Raymond, Todd, and Darian will lead this effort.
11. In an effort to engage more faculty in our shared governance system, prepare a 1–2-page mid-year progress report at the end of the Fall semester to be disseminated to ECS/UAS and College Deans (a full report is expected as usual at the end of the year): Raymond will prepare the report as part of the regular duties of the committee chair.

It was agreed that each working group will present updates a the next meeting. The agenda for future discussion and action on each item will be set at that time.

1. The meeting was adjourned at 10:08 PM