

Academic Policies Committee	
Minutes	
Thursday, February 22, 2018	
Ellison Campus Center, Underground	
Convened	Meeting convened at 3:23 pm
Attending	Joseph Cambone, Clarke Fowler, Joseph Gustafson, Severin Kitanov, Marty Krugman, Sara Mana, Kristin Pangallo, Arthur Rosenthal, Jeramie Silveira, Peter Walker (Chair)
Guest	Courtney Orelup (Nursing)
I.	<p>Chair's Report</p> <p>Overview: Brief discussion of the draft of the minutes from the February 8 APC meeting. It is recommended to correct a couple of typographical errors. The ending of the last paragraphs of the draft should also be revised with a view toward clarifying the complex relationship between the add/drop, withdrawal and academic standing policies.</p> <p>Motion to approve minutes: Motion made by C. Fowler Seconded by J. Silveira Motion passes unanimously with 1 abstention.</p>
II.	<p>Remaining Spring Meeting Dates:</p> <p style="padding-left: 40px;">March 8, 2018 March 22, 2018 April 5, 2018 April 19, 2018 May 3, 2018</p>
III.	<p>Old Business</p> <p>A. Academic Policy Diagnostic B. Hardwiring Student Success Checklist C. Academic Policies & Information D. 2019-2020-Academic Calendar 18:217 E. 2020-2021 Academic Calendar 18:218 F. Grade Rounding Policy, Proposal 18:225</p>
IV.	<p>New Business</p> <p>A. Military Leave Policy 18:228 B. Academic Policies & Information Catalog Corrections 18:229</p> <p>Motion to change agenda to return to old business 18:225: Motion made by K. Pangallo Seconded by J. Silveira Motion passess unanimously.</p> <p>Overview: P. Walker explains what is new in the language of the form. A brief discussion ensues.</p>

Motion to approve 18:225:

Motion made by J. Silveira
 Seconded by K. Pangallo
 Motion passes unanimously.

Motion to postpone agenda items #D and #E (Old Business) and #A (New Business):

Motion made by J. Gustafson
 Seconded by K. Pangallo
 Motion passes unanimously.

M. Krugman assumes the role of Chair to allow for a motion and discussion of the document (Proposal 18:229) edited by P. Walker.

Motion to approve the revisions to the SSU Academic Policies & Information Catalog Corrections, Proposal 18:229:

Motion made by C. Fowler
 Seconded by J. Silveira
 Proposal passes unanimously with 1 abstention.

Overview: P. Walker points out that the changes in the text of the document are only editorial, not substantial. He also explains the nature of the editorial changes. K. Pangallo highlights the differences in font color in the document.

P. Walker resumes the duty of Chair. P. Walker: Do we want to have a discussion of the Academic Policy Diagnostics? C. Fowler: Perhaps it's better to bring specific proposals based on the document rather than read the document at the meeting. J. Cambone: the committee is interested in collaborating with Megan Miller on reviewing academic policies. We should already get moving on some of the issues that our committee has already identified.

Motion to instruct P. Walker to invite M. Miller to present before the committee:

Motion made by J. Silveira
 Seconded by C. Fowler
 Motion passes unanimously.

Overview: K. Pangallo: Should we look at the Checklist document? J. Cambone: It's better to wait for M. Miller to present and then look at the Checklist document. P. Walker: There are also other issues with the Academic Policies document: Should, for instance, the document provide specific personnel contact info or should it just include the office contact info, e.g. e-mail and phone number? J. Cambone: After discussion of the document, Deans have reached consensus regarding two strong recommendations: (1) the document should provide only office, not people info, and (2) to make it someone's specific job to update the information on a regular basis. The tendency to over-specify has negative repercussions. We have to review the policies with concern for optimizing ease of information access for faculty, students and staff. The opportunity is here for Governance to approve resource allocations in order to

<p>V.</p> <p>Adjourned</p>	<p>reach that goal. E.g. hot links can be the proper way to meet the ease of access goal. P. Walker: Discussion focuses on the extent to which the course syllabus has become more of an administrative rather than pedagogical tool. M. Krugman: Perhaps all the legalistic information should be turned into a set of appendices to be added to any course syllabus. P. Walker: Issues that should be a priority concern Academic Standing, Add/Drop, syllabus content, information accessibility, weekly class schedule, departmental versus university policy. K. Pangallo: It seems that the shorter length of the Fall semester in comparison with the Spring semester is also a problem that needs to be addressed. Discussion centers on what can be done to even out the discrepancy between the two semesters or whether a discrepancy between semesters actually exists in practice, because of the tendency for spring semesters to have several more days on which classes are canceled because of snow than fall semesters have.</p> <p>Adjournment</p> <p>Motion to adjourn: Motion made by S. Kitanov Seconded by C. Fowler Motion passes unanimously. At 4:33 pm</p>
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Respectfully submitted,
Severin Kitanov (Philosophy)

Next meeting: March 8, 2018 at 3:15 pm