

Academic Policy Committee Meeting
January 13, 2022

Present: Kevin Cain, Shelly Ratliff, Chris Cosner, Amanda Chapman, Kevin Evans, Tim Konhaus, John Chambers, Breanna Morgan, Ann Reed

Absent: Gary Morris, Ken Lang, Nabil Nasseri

Approval of Minutes –

- Minutes from 11/11/2021 Meeting: Dr. Chapman motioned to accept the minutes, Dr. Ratliff seconded. Minutes approved.
- Minutes from the 11/17/2021 email: Dr. Ratliff motioned to accept the minutes, Dr. Cain seconded. Minutes approved.

New Business

Election of Chair

- Dr. Evans stepped down from being Chair of the committee
- Dr. Ratliff and Mr. Cosner nominated Dr. Chapman
- Dr. Chapman accepted the nomination

Administrative Withdrawal & Attendance

- Mrs. Reed provided documents for review
- Due to faculty doing Administrative Withdrawals for students who show up to class but don't participate, the policy needs to be adjusted or clarified
- Dr. Manchin wants to have faculty do a better job at documenting attendance and notifying students
- Is the policy strictly for attendance? Disruptive behavior would go before the Judicial Committee. Dr. Konhaus suggested revising the FIW form and identify exactly what it should be used for.
- Mr. Cosner motioned to table this topic until we receive feedback from each department, Mr. Chambers seconded. Topic was tabled.

Classroom Safety

- Dr. Evans motioned to table this topic due to Dr. Nasseri's absence. Dr. Ratliff seconded. Topic was tabled.

Dr. Chapman adjourned the meeting at 12:48 p.m.