

**Academic Policy Committee Meeting
February 24, 2022**

Present: Kevin Cain, Shelly Ratliff, Chris Cosner, Nabil Nasser, Amanda Chapman, Tim Konhaus, John Chambers, Breanna Morgan

Absent: Gary Morris, Ken Lang, Kevin Evans

Approval of Minutes –

- Dr. Ratliff motioned to accept the minutes, Ms. Morgan seconded. Minutes approved.

New Business

Grad Program Policies

- Dr. Nasser asked if faculty should get a reduced course load if they advise grad students. Dr. Hunter stated that this would fall under the Faculty Handbook
- The curriculum for new programs would be developed by the academic department and submitted to the Curriculum Committee. New grad programs would follow the same guidelines, and the grad catalog
- Ms. Morgan stated that it might be harder for current students to understand the wording when looking at it for the first time
- 12 hours of transfer credits can be accepted
- A grad-student handbook is being developed, and the appeal process mirrors the current process for undergraduate students
- Dr. Ratliff motioned to approve the grad program policies, Dr. Cain seconded. Motion passed.

Administrative Withdrawal & Attendance

- Dr. Chapman provided information on the Administrative Withdrawal process and a list of options for the committee
- The biggest issue is the policy differs from institution to institution
- For federal financial aid purposes, we are mandated to differentiate between F and FIW when submitting final grades, but are not mandated to have the administrative withdrawal process
- Dr. Chapman asked members to get more input from departments and bring to next meeting

Dr. Chapman adjourned the meeting at 12:57 p.m.

Ashley Nicholas

March 1, 2022