

**Academic Policy Committee Meeting  
September 16, 2021**

**Present:** Kevin Cain, Amanda Chapman, Chris Cosner, Kevin Evans, Tim Konhaus, Ken Lang, Nabil Nasser, Shelly Ratliff, Ann Reed

**Absent:** Gary Morris, Nic McVane

**Election for Chair and Vice Chair:** Dr. Cain nominated Dr. Evans to serve as Chair. Dr. Lang seconded. There were no additional nominations for Chair. Dr. Evans agreed to serve as Chair. Mr. Cosner nominated Dr. Ratliff to serve as Vice Chair. Dr. Cain seconded. There were no additional nominations for Vice Chair. Dr. Ratliff agreed to serve as Vice Chair.

**Approval of Minutes** – Dr. Ratliff made a motion to approve the minutes of the meeting on April 23, 2021. Dr. Nasser seconded. Motion carried. Dr. Lang abstained.

**New Business**

Dr. Evans asked Mrs. Reed for a brief summary of the items identified for the committee this academic year.

**Double-Dipping** – A statement in the General Degree Requirement or a policy? It is not the Committee's responsibility to write policies. Tabled for discussion with Dr. Morris present. (Konhaus/Chapman)

**Student Payment in Courses for Which They Receive Credit** – Tabled for discussion with Dr. Morris present. (Chapman/Konhaus)

**Probation and Suspension Policy** – Current policy has not been reviewed in recent years.

**Inclusion of Disciplinary Notes on Transcripts** – More information needed

**Hybrid Course Definition** – Information from Online Committee needed

**Student Identity Information** – An Ad Hoc committee to provide information on the use of pronouns, etc. Dr. Chapman agreed to help. This item is a priority.

**Classroom/Lab Safety** - Dr. Nasser asked about a policy on classroom/lab safety. Dr. Evans indicated he includes lab safety requirements in his syllabi.

**Syllabus template** - Dr. Nasser asked about modifications to the course syllabus template to include the ADA statement earlier in the document. This may be a discussion for Faculty Senate

After no further discussion, the meeting adjourned.

Patty Snyder