

Academic Policy Committee

Minutes

February 9, 2023

Present: Gary Morris, Kevin Cain, Kenneth Lang, Chris Cosner, Amanda Chapman, Tim Konhaus, Nicole Hopkins, Alyssa Gibson

Absent: Larry Baker, Brian Perkins, Jeremy Keene

Guests: Ann Reed

Approval of Minutes: Dr. Cain motioned to approve the minutes, Dr. Lang seconded. Ms. Gibson abstained. Motion passed.

Old Business

Certificates of Completion

- Faculty Senate recommended some re-wording of the document
- No vote is needed. Mrs. Reed will update the policy according to revisions from Faculty Senate

New Business

Grade Appeals

- Changes are to clarify information as to what is a valid reason for an appeal
- Students are wanting to appeal grade without valid reasons
- The appeal form is also being updated
- The committee suggested small grammatical changes, Mrs. Reed will update
- The direction/procedure needs cleaned up separately in the catalog and handbook, which is outlined by the Registrar's Office and Academic Affairs
- The policy shouldn't be too descriptive, so less changes are needed over time
- The committee suggested adding information as to what form is needed for appeals vs. petitions
- Mrs. Reed will update documents for the next meeting

Academic Forgiveness

- Changes are to make policy more clear
- The committee had a small edit to the policy (graduate with Academic Honors). Mrs. Reed will update the document
- Dr. Cain motioned to approve, with the edit included, Mr. Cosner seconded. Motion passed

Credit by Examination

- Changes are to clarify/cleanup policy
- "Challenge Exam" was removed, as this is the old term

- Extra information was added to there is more information in the policy without students, faculty and staff having to contact the Registrar's Office
- Mr. Cosner motioned to approve the policy, with the edits included, Dr. Cain seconded. Motion passed

Adjournment: Dr. Chapman adjourned the meeting at 1:11 p.m.

Ashley Nicholas

February 14, 2023