

ACADEMIC POLICIES COMMITTEE

Monday, October 14, 2024
2:30p.m. | UC Council Room

MINUTES

Present: Allen, Benedict, Bermudez, Couch, de la Torre, Leatherman, Matchett, Newman, Bermudez, Matchett, Paytoe Gbayee

Zoom: Parker

Absent: Cieminski, Muller

Guest: Susan Keenan

Call to Order 2:31pm

Approval of the Agenda approved without objection

Approval of the September 30, 2024, meeting minutes approved without objection

Announcements/Chair's Report (Newman) – Newman has been communicating with programs that will be impacted by the minimum credit requirements for majors. She is also receiving some pushback about the increasing number of credit requirements. The S/U grading policy – language of the new policy and catalog is confusing and will need to be reviewed.

Reports from Councils

Graduate Council (Cieminski) – No report

Liberal Arts Council (Muller) - Last meeting, we met with Kim Black to talk through HLC visit and had a nice discussion on the strengths and potential areas of improvement in UNCO's LAC. Working on student exception requests, have planned some follow-up sessions with units who completed direct assessment in AY 23-24 and are working with units that have courses in final review stage of indirect syllabus review. Moved meeting from Oct 15 to Oct 22nd to potentially accommodate HLC visit. Will work on indirect assessment student survey at that meeting. Beginning to get courses in the workflow that we will need to review regarding inclusion in the Liberal Arts Curriculum.

Professional Education Council (Paytoe Gbayee) – No Report

Undergraduate Council (Larson) – Members of Undergraduate Council (UGC) will be assisting in parts of the Undergraduate (UG) commencement speaker process. A topic of discussion is whether UGC should continue to help assist in the selection of the UG commencement speaker or not. There is no official policy and since Covid we have moved from a single ceremony (Winter and Spring) to 2 ceremonies in Winter and 3 in Spring. Currently the process is managed by the Graduation office, the selection process needs improvement. UGC also discussed micro-credentials and badges and experiential requirements.

Student Government Association (Bermudez) – The application for freshman and junior senators has been posted. Work on Fall break is being done and SGA is working with faculty to assist with clarification

Special Reports

Special Order

Unfinished Business

- **University Libraries Unit Organization**

- UL Proposed Organization
- APC will need to review the proposal that will be included in the Board Policy Manual. There is disagreement between the UL and FS Senators, as UL is proceeding with a plan to use staff instead of faculty in PVA. Additionally, UL has been referring to themselves as departmental chairs despite not holding that position, prompting a request to use the title "departmental head," though this term remains undefined. Concerns have also been raised about giving faculty rank to individuals who are not faculty.
 - Newman will reach out to Shelia to address these concerns and inform her about chair policies before inviting her to the next APC meeting.

New Business

- **NHS proposal for Undergraduate Grader**

- NHS proposal for Undergraduate Grader
- Benedict commented in the draft that
 - “assist with” makes it sound like they are not doing the grading. We should be more clear and say graders/UGTAs/LAs are allowed to grade assignments for which a rubric is provided etc.?
- This proposal came from mathematical sciences, since they don’t have multiple choice exams it would be really helpful for them and all faculty in general.
- This would be added to an already an existing policy
 - APC will need to determine where this policy will live – it is currently followed/enforced by IM&T but is not posted anywhere that faculty would become aware of it.
- Kim Black reviewed and believes to comply with HLC expectations the students would need to be informed of the undergraduate grader and given the right to request instructor re-grading..
- Would graders be considered as student employees?
 - In some cases, they can be student employees/work study or act as an upper division requirement (internship).
- Ensuring compliance with FERPA laws is crucial for the policy's implementation.
- Does the content need to be part of the student graders major?
 - While student graders are not required to major in the subject, some relevant knowledge is expected.
- A suggestion was made to establish a general standard for graders, with exceptions allowed at the discretion of department chairs or deans, keeping decisions closer to the respective programs.
- The instructor of record will be in charge of selecting the student grader for their own course.
- If you have different graders, would they have a set number of hours?
 - Yes, it’ll depend on the budget or 492. These details will be included in their employment or internship contract.

- In NHS, student graders are currently used but have limited access to Canvas, primarily grading paper assignments and multiple-choice exams.
- Larson expressed his support based on experiences at previous universities.
- Does canvas already have this?
 - Some universities, including CU boulder, follow a similar system.
- These graders would only be grading using a rubric provided by instructor
 - They wouldn't be the ones setting up the assignment,
- Susan Keenan encourages faculty to have rubrics in their canvas
- In canvas, is there a way to track who makes the changes?
 - Canvas can provide a gradebook history to monitor who made changes, the issue of anonymous grading remains uncertain. It is anticipated that the student grader and instructor would have built a relationship and trust the grader is doing their work.
- There was a suggestion to automatically share this policy with students when a student grader is assigned.
- Is there a budget for student graders in NHS?
 - In some programs they have a budget, or they are on work study.
- The Student Government Association representative expressed support for this policy.
- Newman proposes to update this part of the policy and reach out to the Canvas to determine if this aligns with their roles. She will also work with Matchett to build a policy library.
 - Larson moves to revise the Undergraduate policy with the changes of the student grader and send to codification, seconded by Allen
 - Approved, and the policy will be sent to Codification
- **MCB Coursera Micro-credentials**
 - At MCB, we would like to partner with Coursera and provide access to the professional-level training courses and certifications from the world's leading companies such as Google, IBM, Meta, and Microsoft. For business students, graduating with such certifications would give them an edge in their employment.
 - Larson asked if we know where this conversation is sitting? matchett responded that the Provost office is working with MCB on the coursera partnership and this conversation should not be confused with the conversation about whether UNC should design and deliver our own microcredentials, which currently sits with APC.
 - An impact statement has been requested from Keiko. Matchett noted she is working with Keiko on that document and would like to share the FAQ document before moving forward with any more discussion.
- **General Education Foundation Skills Credential (i.e., LAC “badge”)**
 - CDHE recommendation
- **Micro-credentials/badges**
 - Dean's proposal to support Micro-credentials

Unfinished Business on hold

- **Academic Calendar: Fall Break**

- Comparison of CO Universities terms
- **Four-Day Final Exam schedule**
 - Final Exam Schedule resolution.docx
 - Faculty Senate resolution to support
- **Curriculum Standards Recommendations (folder with documents)**
 - Working CWG document and recommendations
 - Current program credit hour requirements
 - Drafted new language for the catalog
 - Programs affected by change in this language

Comments to the Good of the Order

Adjournment 3:53pm

Harmony Newman
Chair