

**Academic Policies Committee  
Minutes  
10 April 2015**

**In Attendance:** Myrna Gantner, Donna Haley, Jean Cook, Susana Velez-Castrillon, Kimberly Griffith, Julie Talbot, Tim Schroer, Vicki Geisler, **two students** Cheryl Brown, Guests: Christopher Bound, Alicia Caudill, Melissa DeGrandis

- I. Minutes
  - a. The minutes from the 13 March 2015 meeting were approved without correction.
- II. Grade Appeals
  - a. Changes to the wording in the Faculty Handbook regarding the grade appeal procedure were changed to the following:

**Section 208.4**

**D.1.A. Add:** "The Chair shall only vote to break a tie."

**D.2. Strike last sentence:** "One faculty member must be a member of the Academic Policies Committee."

**D.2.A. Length of Service: Change:** "The length of service on this subcommittee shall be for one full year (12 calendar months) starting with summer semester."

**To:** "The length of service on this subcommittee shall be for one full year (12 calendar months) starting with **fall** semester."

**D.3 Quorum. Change:** "Any five members of the subcommittee, at least three of whom are faculty, shall constitute a quorum." **To:** "Any **four** members of the subcommittee, **not including the chair, and** at least three of whom are faculty, shall constitute a quorum."

- III. Faculty Appeal of Grade Appeal
  - a. Discussion of a faculty appeal to a student grade appeal was tabled in order to discuss at a future meeting.
- IV. Credit by Prior Learning (CPL)
  - a. CPL will start in the COSS
  - b. There are three ways to assess for CPL:
    - i. CLEP Exams
    - ii. Department Challenge Exams
    - iii. Portfolios
  - c. Portfolios are only available if the other two exams are not.
  - d. A subcommittee was formed to create the Portfolio policy that is closely connected to the USG Consortium on CPL (see addendum)

- i. AP Committee needs to vote on this policy so that it can be in place by the summer. The Committee voted to approve the proposed policy.
- ii. The CPL will fully launch in the Fall and a Pilot Program will happen in the summer

V. Plagiarism

- a. Susana introduced a plagiarism example where the student was found “Not Responsible” by a student conduct assessor in Student Affairs
  - i. Alicia Caudill and Melissa DeGrandis discussed the student conduct procedures when it comes to plagiarism.
    - 1. Student Conduct decisions do not affect grades
  - ii. The concern in the committee is the language; a finding of “Not Responsible” seems to open ourselves up to potential conflict.
    - 1. Alicia Caudill and Melissa DeGrandis said that they are open to changing the language and will draft new language and get it back to the AP committee

VI. D) Election of the New Chair of the Academic Policies Committee:

The Academic Policies Committee has elected Shelly Elman, Professor of Theater, as the new chair for the 2015-2016 Academic Year.

The meeting adjourned at 4:45pm