

Academic Policies Committee  
Minutes  
19 February 2016

**In Attendance:** Anne Barnhart, Ajith DeSilva, Shelly Elman, Emily McKendry-Smith, Patrick Hadley, Jennifer Heidorn, Debra MacComb, Bob Morris, Denim Grzesik (for Ethan Stiles), Susana Velez-Castrillon

The meeting began at 2:05pm

- I. Minutes
  - a. The minutes from the 15 January 2016 meeting were approved without corrections.
  
- II. Administrative/Hardship Withdrawal Update
  - a. Dr. Gantner met with the Associate Deans, who reworded the language in the handbook and on the Hardship Withdrawal Form (see changes).
    - i. The changes were approved unanimously by the committee members.
  - b. More discussion ensued clarifying the Hardship Withdrawal and the Selective Withdrawal, which is rare.
    - i. The Selective Withdrawal is best explained by this example: if a piano student is involved in an accident and breaks her/his fingers, she/he could withdraw from only those classes (like piano) that need her/his fingers to be unbroken.
    - ii. Hardship Withdrawals show up on transcripts as Withdrawals.
  
- III. Update SEIs for Online Courses
  - a. Feedback from colleges:
    - i. COAH: still in the process of getting information.
      1. The COAH sent Shelly Elman a list of faculty who teach online courses.
      2. Elman then emailed those faculty members asking two questions: 1) Should the language in some of the questions on the SEI be changed to better reflect the online learning environment? And 2) Should the availability of the SEI for online courses be pushed back a week so that they are available a week earlier than what is currently happening and that they close during finals week?
      3. The Dean of COAH would also like the COAH Online Committee to look into this matter.
      4. Elman will report at the next meeting.
    - ii. COSS: Patrick Hadley put out a survey, and 22 faculty members participated.
      1. 86% supported changing the language of the SEIs while 14% opposed it.
      2. 68% supported changing SEI availability for online courses so that they are not available after grades are in, 32% opposed this change.
    - iii. COE: Jennifer Heidorn sent an email to the Associate Deans, who sent an email to the COE faculty.
      1. A majority overwhelmingly supported both changes.
      2. COE want input in changing the language.
    - iv. Library: Anne Barnhart reported that the Library faculty support the changes, but not necessarily the wording of the questions the APC came up with at the last meeting.
    - v. COSM: Ajith DeSilva will report at the next meeting.

- vi. RCOB: Cheryl Brown could not attend this meeting. She will give the RCOB report at the next one.
  
- IV. Update on ad hoc Dual Enrollment Committee
  - a. Debra MacComb reported that the ad hoc committee met yesterday. She handed out notes from that meeting.
    - i. The ad hoc committee members discussed the emotional maturity of the students and dealing with students' parents.
    - ii. It was noted that the third bullet point was just a repeat of the second one.
    - iii. The ad hoc committee members came up with some very thorough criteria.
    - iv. They especially liked the narrative that Kennesaw has on their website regarding Dual Enrollment.
    - v. The ad hoc committee is still tweaking some of this.
      - 1. The APC asked that the ad hoc committee check with Jane Simpson about how faculty might survey students under 18 for research.
      - 2. The APC also asked that they look into adding a sentence to their recommendations saying that students will receive a letter grade only (Dr. Gantner reported that online administrators were getting aggressive pressure from high school counselors to give numeric grades).
  
- V. Title IX language
  - a. Susana Velez-Castrillon sent out an email last month reporting that the University Counsel wanted to wait until a Senior Diversity Officer was hired before moving on this.
  - b. She also reported that the Senate didn't think the Senior Diversity Officer had much to do with Title IX language in syllabi.
  - c. Jane Simpson thinks the content should be broader than Title IX and should be Civil Rights Language.
  - d. The APC members decided to wait until we hear another charge to explore this.
  
- VI. No Old Business was discussed
  
- VII. New Business
  - a. Shelly Elman said that she will not be able to chair the committee for the next academic year.
    - i. Emily McKendry-Smith looks to be the only viable candidate for the Chair from this year's Senate membership.
    - ii. She is willing to take it on, but will be in Nepal in May to do research.
    - iii. Shelly Elman said that she could handle anything that came up while Dr. McKendry-Smith is away.
  
- VIII. The meeting adjourned at 2:50pm