

ACADEMIC POLICIES COMMITTEE

Monday, October 23, 2023
2:30p.m. | UC Council Room

Minutes

Present: Allen, Benedict, Bailey, Cieminski, Michell, Couch, Kang, Leatherman, Leonard, Levin, Matchett, Muller, Newman

Present via Zoom: Parker

Absent: de la Torre, Heiny, Larson, LaSota, Wieben

Call to Order

The meeting was called to order at 2:31pm.

Approval of the Agenda

The agenda was approved without objection.

Approval of the October 10, 2023 meeting minutes

The minutes were approved without objection.

Announcements/Chair's Report (Levin): The Assessment Council has finalized the Assessment Standards of Practice document. Once reviewed, please let me know if you have any concerns.

Reports from Councils

Graduate Council (Cieminski): No report.

Liberal Arts Council (Muller): No report.

Professional Education Council (Bailey): No report.

Undergraduate Council (Larson): Absent.

Student Government Association (Michell): Two senators are here today to observe. Fall Break draft will be coming to APC in the next few weeks.

Special Reports

Special Order

Unfinished Business

- **Finals Exam Inclement Weather Policy**

[Final Exam Inclement Weather Policy.docx](#)

Clarify the purpose and rationale, adding back bulleted options for faculty.

All work must be completed by the end of the term.

- This policy could be adapted to other terms or times of year.

DISCUSSION: The Provost would like to see options given to students at the beginning of the semester, and stated in the syllabus. Consider possible technical issues with LMS during inclement weather events or at midnight on the Friday of finals week. Could we add a requirement for faculty to add a clause to their syllabus stating to keep an eye on your email during finals week? What if only one option is given: "Calculate final grades based on assessments completed by students prior to the final assessment." There is support for faculty to have a backup plan if they hold final exams on Friday. UNC's inclement weather webpage (handout); push notifications prompt students to get updates on the website. Consider a "campus closure during final exams week" policy instead. Where will it live online? Could provide a link to the catalog on UNC's inclement weather page. Concern was raised about requiring backup plan stated in syllabi, then many may not have it. Unless there is another

option stated in the syllabus, offer the default option: “Calculate final grades based on assessments completed by the students prior to the final assessment.” There is support for leaving faculty options open, encouraging instructors to state options in the syllabus, and not a default option. Consider providing faculty example syllabi statements (CETL resources). Could add a statement to UNC’s inclement weather page, requesting students wait for instructions from their professor, see syllabus regarding modification of how grades will be calculated, in addition to the option of taking an incomplete.

- **Curriculum Working Group recommendations**

[Curriculum Process Policies.docx](#)

Specific to PEC’s question about what happens if action is not taken in a timely manner.

See 3-3-501(3)

Reviewed and discussed edits, etc.

Complete reviews within two committee meeting after receipt of curriculum proposal.

(g) Chief Academic Officer. Delete (V); contradicts the three week timeline.

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