

Academic Policies and Procedures Committee

April 11, 2008 2:00 p.m.

Present

Kathy Moffeit (Chair)	Michael Aldrich	Patrick Erben
Mary Jane Rootes	Julie Talbot	
Dave Webster	Charles Hodges	

I. Approval of minutes

Michael Aldrich notes that under Agenda item #5, the statement ... *academic freedom, academic responsibility and professional ethics should be defined somewhere...* should read ... *are defined in the statutes*. The minutes were amended and approved.

II. Election of Chair for next academic year

The motion was made for Perry Kirk to serve as Chair of the AP&P for the 2008-2009 term. The motion was seconded and approved by the AP&P Committee members present. Kathy will forward her file to Perry.

III. Disruptive Student Policy – Micheal Crafton

Earlier today, Dr. Crafton sent out the policy regarding disruptive student conduct. Scot Lingrell requested that the policy itself be discussed in the Faculty Senate, rather than voted on by the Faculty Senate. Michael noted that this policy will need to be run by the Board attorney prior to taking a vote, and suggested that it be sent as a discussion item. This policy can be an action item in September 2008. Kathy will submit the Disruptive Student Policy today to be placed on the Faculty Senate agenda.

IV. Discussion of Grade Appeals Process

Charles currently serves on the Grade Appeals Committee and he discussed the grade appeal procedure. The two key issues are 1) The appeal must be filed within one semester of the date in which the grade was administered; and 2) The Vice President of Academic Affairs will contact the student and in many cases the student does not respond. The case then is heard in absentia. Charles reported that the failure of students to show up for appeals has not presented an undue burden on the committee. Therefore, Charles recommended that no action be taken at this time.

V. Progress Report: Student Evaluation subcommittee

David and Patrick suggest that the number of questions on the student evaluation be reduced. There are currently 28 questions on the evaluation form. The reduction in the number of questions will allow students to go into depth. The questions should also be more self reflective in nature. This will enable the instructor to make changes in the course to improve the student's learning experience. Patrick suggested that research on the evaluation models from similar universities be done. Things to take into consideration – What it is we are trying to achieve? What will be useful to the faculty? One of the goals is to improve the class. The evaluations are also used for professional evaluations. It would be helpful for the evaluations to provide guidance for improvement in each of these cases.

Patrick noted that the American Council on Education conducted a survey of students from the University of Georgia and Georgia Tech. Patrick will send the results through e-mail.

VI. Other business

The electronic vote taken in March resulted in the keeping of Fall Break in the 2009/10 academic calendar. The start date for the academic year will be Thursday, August 13th. Drop and Add period will be through Wednesday August 19th. This was approved by PAC on March 11th. This will be brought before the Faculty Senate next week.

Meeting adjourned @ 2:30

Recorded and respectfully submitted by Mary Jane Rootes on April 11, 2008.