

## **Academic Policies and Curriculum Committee**

**September 18, 2017**

**3:30 p.m.**

### **Minutes**

#### 1. Approval of Minutes from the June 29, 2017, meeting:

Dr. Vess noted that although the meeting should begin with the approval of the minutes from the last meeting, no minutes are available for the June 29, 2017 meeting. This meeting pre-dated the arrival of Dr. Vess.

#### 2. Nursing Course Modifications:

The RN-BSN program was represented by Dean Wedincamp and Dr. Sylvia Rozier. The program has been modified since it was first approved by the APCC, the senate, and the USG BOR. Although the SACSCOC has given its approval for the program, that approval was based upon modifications that have not yet been presented to governance bodies. The institution must, therefore, ensure that all programs have passed through the appropriate governance channels.

Dr. Rozier presented the new curriculum plan for the program, which includes several changes to existing courses as well as proposals for new course numbers and descriptions to meet program and workforce needs.

A motion was entered to accept the revisions, seconded, and a vote was taken. The motion passed, with one member dissenting.

#### 3. Accuplacer Entrance Exam Testing Policy:

Students often need to test after the published deadline for testing and often continue attempts to test well into the drop-add period. Issues occur particularly with regard to efforts to administer retests. Given the current mandate to provide certain numbers of hours of remediation, the ACEs have many challenges when students seek to retest during the early period of the term. Moreover, ACE personnel often feel a student is ready to test before the mandated hours of remediation and/or they feel a student is not ready to test, even after completion of the mandatory hours. The purpose of remediation is to ensure that students are ready for a retest.

The proposed revisions to the policy adjust the deadline to test and/or to retest to reflect actual practice and adjusts expectations for retests to allow ACE personnel to certify readiness at the most appropriate time.

A motion was entered to accept the revisions, seconded, and passed unanimously.

#### 4. Student Academic Grievance Policy

This policy was passed by the APCC, but sent back by the faculty senate for further review. Among other issues, the senate was concerned to establish parallel processes for each section of the document, to

ensure that faculty members were the first point of contact for any issue and that an appropriate chain of command is followed to resolve any issue. In addition, the Chief of Staff has requested that the policy include links to other relevant processes and policies.

A subcommittee was formed, to include Breana Simmons and Dean Cheek. Dr. Ren Denton, a member of APCC and of the faculty senate, will also be included and the revisions will be brought back to the APCC for review.

5. The meeting schedule was discussed and members agreed to reserve every other Monday at 3:30 for the APCC. If there is insufficient business, the meeting will be canceled. Members also agreed to allow a one-week review time for all matters brought before the committee. Therefore, the deadline to submit materials for each meeting will be the Monday before the meeting. Anything received after that date is not guaranteed a review, but will be put on the agenda for the next meeting.

A motion to adjourn was made, seconded, and voted on affirmatively by all present.