

AUC Academic Policies Subcommittee

Meeting Minutes

3/25/25, 3:30 p.m.

Miller Oval / Google Meet

PRESENT: Mojdeh Bayat, Lynn D'Agostino, Daneen Deptula, Lena Ficco, Jane Huang, Amy Kendrick, Eileen Kirk, Lori Leonard, Aisling O'Connor, Connie Strittmatter, Justin Swaine, Colin Syfert, Daniel Welsh

ABSENT: Soumitra Basu, Beverly Hollingsworth, Pam McCafferty, Andrea Olmstead, Ozge Ozay, Rob Hynes, Samuel Tobin

GUESTS: Mark LeBlanc, Kisha Tracy

Meeting convened at 3:30 p.m. by Daneen Deptula

Motion to Consider AUC 43: Colin

Second: Jane

Proposal summary: Changes to Add/Drop Policy. Mark LeBlanc spoke to this proposal which initiated as a result of Barbara's work on the catalog, in order to resolve some discrepancies. The add/drop policy currently in practice does not match what is described in the catalog. This proposal seeks to match current practice and the catalog; current practice is that students can add/drop courses online during the first week of classes, and drop classes online and add classes with instructor approval in the second week.

Questions/Discussion:

- How is a week is defined? It is a business week, e.g., Thursday to following Wednesday
- 5 business days, may need to better define e.g. class days
- Friendly amendment: "Students may add or drop courses online during the first five class days of the semester. In the following 5 class days, students may continue to drop courses online, but instructor approval is required to add a course."

Motion to Add Friendly Amendment: Lena

Second: Colin

Motion to Approve AUC 43 with Friendly Amendment: Lena

Second: Colin

Approved: 12-0-0

Motion to Consider AUC 78: Colin

Second: Lena

Proposal summary: Kisha Tracy presented this proposal to the committee. This proposal aims to clarify how general education credits are processed for dual enrollment students who subsequently enroll at the university. No policy existed for this; the current proposal is seeking to allow students to transfer general education courses using the same policy as transfer students.

Kisha added the following friendly amendment in advance of the meeting:

"Due to current technological constraints, students to which this applies will need to self-identify to the Registrar office. When the current technological constraints change, the process will become automatic."

Questions/Discussion:

- Any majors where dual enrollment may not be allowed? Kisha was not aware of any. Dual enrollment criteria would take care of this.
- Will this proposal go to AUC curriculum? Yes.
- Some concerns were raised regarding whether these students would then be classified as transfer students, as some majors have specific restrictions (e.g., LPN for nursing needed for nursing transfer students). Dual enrollment students would come in as transfer students for Gen Ed purposes; e.g., Kisha indicated that this is covered by existing policies for dual enrollment.
- Students will be advised of the new policy through the existing advising process

Motion to Accept Friendly Amendment: Colin

Second: Eileen

Approved: 13-0-0

Motion to Approve AUC 78 with Friendly Amendment: Daniel

Second: Jane

Approved: 13-0-0

Motion to Consider AUC 79: Colin

Second: Lena

Proposal summary: Kisha Tracy presented this proposal to the committee which proposes a definition for general education, high impact practice team teaching. Team teaching has historically taken different forms in the past, such as some courses alternating between being team-taught or individually taught by faculty. Currently, the definition of team-teaching is somewhat vague and needed to better reflect IHIP requirements. For instance, a course which goes through AUC as an IHIP team taught course should always be a team-taught course.

In this proposal, it sets a cap on courses of this nature; no more than 30 students. It used to be that the 1st time a team-taught course ran both instructors received 3 credits. Now this has changed to 3 credits for each instructor every time the course runs. Faculty must be from different disciplines, i.e., need different prefixes, but both instructors can be from the same department if they do represent different disciplines.

Questions/Discussion:

- Consistency on course caps is important.
- As written in rationale, the content about allowing team-taught course from different disciplines is unclear. A friendly amendment was made as follows; move the following sentence up to second sentence of first paragraph. "Faculty from different disciplines (e.g., SOC and CJ or ENGL and SPCH) housed in the same department may team teach a course"
- How would students know a course was team taught? Seats list; multiple names as instructors and it would be an IHIP.

Motion to Add Friendly Amendment: Daniel

Second: Eileen

Approved: 13-0-0

Motion to Approve AUC 79 with Friendly Amendment: Lena

Second: Lori

Approved: 13-0-0

Items from the Floor: None

Meeting concluded at 3:57 p.m.

Minutes respectively submitted by Aisling O'Connor