

<b>Academic Policies Committee</b>	
Minutes	
Thursday, November 30, 2017	
Ellison Campus Center	
Meeting: APC 2017/2018:05	
Convened	3: 20 p.m.
Attending	Mercy Bashir, Michele C. Dávila, Ethel Gordon, Joseph Gustafson, Severin Kitanov, Marty Krugman (vice-chair), Sara Moore, Arthur Rosenthal, Cindy Vincent, Peter Walker (Chair), and Carol Zoppel
Guest(s)	Courtney Orelup and Shelley Campbell (Nursing)
Documents (attached)	
<b>I.</b>	<p><b>Chair's Report</b></p> <p>Meeting convened at 3:20 pm. New members and guests were introduced.</p> <p>P. Walker notified the committee that the All-University Committee wants APC to pass a general policy regarding double-dipping of electives between two majors, reminding the members about the proposal approved by the International Business and World Languages and Cultures departments. This issue will be on our agenda for the next semester. P. Walker suggested that Megan Miller should be invited for that meeting to tell us about other possible departmental pairings because we need to see the need first before we create a policy.</p> <p>P. Walker asked to designate a group leader for the discussion of the student retention material, and he named conveners for all groups. The conveners will lead each group to designate a presenter for the Dec. 14 meeting. S. Kitanov (group 1), M. Krugman (group 2), S. Moore (group 3), and P. Walker (group 4) will be the conveners.</p>
<b>II.</b>	<p><b>Approval of the Minutes of November 2, 2017 was done.</b></p> <p>Motion to reverse the order of the agenda in order to do the Nursing proposals first.  Motion made by S. Kitanov.  Seconded by C. Zoppel.  Motion passed unanimously.</p>
<b>III.</b>	<p><b>Old Business</b></p> <p>P. Walker announced that the General Education course recertification proposal (18:158) has been withdrawn.</p>
<b>IV.</b>	<p><b>New Business</b></p> <p>Motion to approve Proposal 18:206 - Minimum Acceptable Grade.  Motion made by M. Davila.  Seconded by M. Krugman.</p>

	<p>There was a typo corrected to add the minus to the first C in the existent policy. The proposal is to strenghten the GPA of students to follow a national standard so they can pass the NCLEX examination. The percentage stated by the Nursing department (74%) was discussed by the members because it is something that cannot be enforced due to the variety of faculty grading systems. While checking the catalog it seemed that the existing language used in the proposal was not an updated one.</p> <p>A motion was made to postpone the approval of this proposal subject to a revision of the text to reflect the current catalog, eliminate the percentage number and other suggested changes.</p> <p>Motion to postpone made by M. Krugman.          Seconded by S. Moore.          Motion passed unanimously.</p> <p>Motion to approve Proposal 18:207 – Math Testing Policy-revision.          Motion made by C. Vincent.          Seconded by S. Kitanov</p> <p>The change is to clarify what happens to students who don't pass the 3<sup>rd</sup> math re-take test (a medication calculation test) without achieving a 90%, adding that a failure of a 3<sup>rd</sup> math test will result in failure of the course. There is an existing Student Nursing Handbook that should reflect the new changes in academic policy, and P. Walker urged the School of Nursing always try to be sure that the Student Nursing Handbook and the SSU academic catalog agree with each other. It was suggested that proposal 18:207, should be a new policy and not an amended policy, and should be placed in the catalog right before the paragraph that states the minimum grade for nursing courses.</p> <p>Motion to amend proposal 18:207 to make it a new academic policy instead of a change of policy.          Motion to amend made by C. Zoppel.          C. Vincent accepted the motion to amend as a friendly amendment.          Motion to approve the amended proposal passed unanimously.</p> <p>Due to the new website discrepancies M. Krugman suggested that the committee should develop and propose a policy to address department handbooks when they might contradict information in the SSU catalog. Ideally the catalog and a department handbook would never contradict each other, though the catalog could, in appropriate places, indicate that a department handbook should be consulted for further details about an appropriate matter. Also, ideally, the online catalog would include working links to online versions of existing department handbooks. These notions will be explored further.</p>
<p><b>V.</b></p>	<p><b>Adjournment</b></p> <p>Motion to adjourn.          Motion made by: J. Guftafson.          Seconded by: A. Rosenthal</p>

	Motion passed unanimously.
<b>Adjourned</b>	At 4:35 p.m.

Respectfully submitted,  
Michele C. Davila

Next Meeting: December 14, 2017