

# Faculty Senate Academic Policy Committee (APC) Minutes

October 15, 2013 - convened at 3:00 pm in 125 Polk Hall

**Senators Present:** Jeannette Moore, Co-chair; Montse Fuentes, Co-chair; Roy Borden, Jim Knopp, Nancy Penrose.

**Unable to attend:** Harald Ade (on sabbatical), Patricia Morgado, Beverly Tyler (on sabbatical), Rich Spontak.

**Guests:** Ingrid Schmidt, Assoc Vice Provost for International Affairs; Dr. Barbara Kirby, Associate Vice Provost, Academic Programs and Services.

## 1. Minutes from the last meeting

The October 1 minutes were approved without changes and will be posted at:

[http://ncsu.edu/faculty\\_senate/faculty-senate-committees/faculty-senate-committee-academic-policy.php](http://ncsu.edu/faculty_senate/faculty-senate-committees/faculty-senate-committee-academic-policy.php)

## 2. Administration of Study Abroad Programs Regulation

There is a proposed regulation for Undergraduate and Graduate courses that would put into writing rules governing Study Abroad for credit. Ingrid Schmidt said there were near lawsuits in 2004, and the Deans agreed unanimously that all credit trips should be via Study Abroad. The Provost issued a mandate to this effect, but it is important to have the regulation be clear and current.

Students participating in Study Abroad programs need to know who is responsible and what to do in an emergency. Graduate students would fall under the Independent Study category. Ingrid told the APC that graduate students would just fill out a short form before leaving so that Study Abroad would know where in the world all N.C. State University students were located. However, #3 in the proposed regulation the APC was reviewing was titled: "Authority for Approval of Study Abroad Programs" and this led to concern by members of the APC that graduate students doing research in other countries would have to get *approval* from Study Abroad, not just *register* with Study Abroad. Ingrid said she was working on some revisions to that part of the proposed regulation because the Associate Deans had a similar concern. Ingrid will forward the revised proposed regulation to the APC after meeting with the Associate Deans and clearing the changes with Legal (the Office of General Counsel at N.C. State University). The APC discussed some more of the wording under #3 with Ingrid and suggested clarification of the word "Program" as it was being used in the regulation.

Other topics the APC discussed with Ingrid Schmidt:

A question was asked about a course that is taught as a class on campus (not for Global Knowledge credit) counting for Global Knowledge if a student were to take the course on a Study Abroad trip. Ingrid explained that it is the Program, not a specific course, that meets Global Knowledge. She made a comparison to Community Service (no credit) and Service Learning (for credit).

Another concern discussed with Ingrid was a situation where students earned 9 credits in 4 weeks. In a regular 15-week semester, students are not allowed to take more than 18 credits without special permission. There was concern that either the students are being overwhelmed with too much to learn, or the students are getting credit for doing less than they would in a regular semester. Ingrid said she appreciated the input and would look into this.

### 3. Exams Outside of Class Time, Contact Hours

Dr. Barbara Kirby said Catherine Freeman was ill and was not able to attend the APC meeting. Registration and Records is still working on the wording for the regulations relative to courses that require attendance at activities outside of the regularly scheduled class meeting time.

Barbara discussed the U.S. Diversity (USD) and Global Knowledge (GK) co-requisites with the APC. These are zero hour General Education co-requisites. There are some courses that are on both the USD and the GK list, and CUE (the Council on Undergraduate Education) is discussing whether or not the course should only be allowed to meet one of the requisites (in other words, the student would have to choose which co-req would be met). There is a shortage of USD courses, and it can be a real challenge for students to meet this co-requisite.

Dr. Kirby said CUE is also discussing whether or not we should merge USD and GK into one Cultural Appreciation co-requisite. The APC was in favor of this proposition, and comments included:

- Multiculturalism can be in your own country or abroad.
- The principles are similar for the two current co-reqs, and those values are important.
- The zero credit hour co-requisites are a huge administrative challenge.

The Academic Policy Committee will send a letter to CUE stating that the APC is in favor of merging the two co-requisites into one.

### 4. Other Business

Senator Borden expressed concern that a faculty member had been told he would not be backed up for issuing a sanction against a student who had admitted to cheating on an exam because the faculty member had not used the RAIV (Report of Academic Integrity Violation). Is this a policy on campus? If so, it is not known by faculty. Senator Borden will look into this and will let the APC know what he finds out.

### 5. University committees APC senators are on:

NOTE: We ran out of time and did not do committee reports.

Harald Ade - on sabbatical Fall 2013

Roy Borden - University Courses and Curricula (UCCC)

Montse Fuentes - Budget

Jim Knopp - Council on Undergraduate Education (CUE) and University Common Reading Committee

Jeannette Moore - Evaluation of Teaching

Patricia Morgado - Council on the Status of Women

Nancy Penrose - Admissions

Rich Spontak - Commencement; Evaluation of Teaching

Beverly Tyler - on sabbatical Fall 2013

### 6. The meeting adjourned at 4:45 p.m.