NORTH CAROLINA STATE UNIVERSITY

Office of the Faculty Senate
Academic Policy Committee

NOVEMBER 12, 2019 MINUTES

Attendance: RaJade Berry-James (co-chair), Paul Williams (co-chair), Richard Kotek

(Excused): Russel Flinchum, Fikret Isik, Richard Kotek, Min Liu, Lisa Bass Freeman, Kerry Havner, KL Murty

Academic Policy Committee Charge (AY 2019-20)

The NC State Academic Policy Committee of the Faculty Senate shall be responsible for reviewing, modifying and initiating policies related to: undergraduate and graduate academic policy, regulations and reform, for both on and off-campus teaching and learning environments; faculty instructional development; faculty evaluation and assessment, teaching and advising; research; and the academic calendar.

The Academic Policy Committee (APC) of the Faculty Senate discussed the following items:

I.   **New Business**

In the 11/12/19 Faculty Senate Academic Policy Committee, we reviewed the following attachments PRR Updates 4 redline, PRR Routing Sheet Course Syllabus and the REG 02.20.07 Course Syllabus to discuss the proposed revisions to Syllabus Regulation (02.20.07), shared by Bret H. Smith, Interim Dean, University College. DASA seeks revision to *(1) realign the review of syllabi to ensure that they meet the syllabus regulation; (2) modify the elements to be included in the syllabi; (3) reflect the SACS requirement that colleges, departments, and programs maintain a copy of all course syllabi; (4) reflect changes in curricular processes that have taken place since the last revision to this policy; and (5) reflect changes to make the regulation inclusive of both graduate and undergraduate structures.*

We note that faculty are now required to inform students of their use of software when evaluating the submission of student work. Specifically, the proposed new subsection under 2.14 Digital Course Components states:

2.14.2 If software is being used by the instructor to detect the originality of student submissions, students should be informed of what software is being used, what assignment(s) it is being applied, and any resources that students may be able to use to check their work prior to submitting it.

In addition, several faculty noted that the revision of the syllabus regulation offers the university an opportunity to address uniformity of course syllabi as well as can provide a design that is more

pleasing than the one that we currently have. We encourage the development of a Syllabus Generator that includes both the technical language and a professional design.

IV. **Old Business**

At our next meeting, APC will discuss policy recommendations and provide guidance for the following IOCs:

- **Student Success GPS**: We discussed the issue of concern whereby a faculty member reported that the new GPS advising program was onerous and added little new information. The Student Success GPS is a" suite of advising tools combining advising services, real-time data, analytics, and reporting to help advisors identify students in need of support and provide early interventions." DASA requires that faculty use the **"shared notes"** feature of the advising and tutoring platform; otherwise faculty are not required to use the additional course schedule features.   More information About GPS can be found online at https://gps.dasa.ncsu.edu/about/

  [Issue of Concern 10C1909b (Resource Allocation); 10C1909c (GPS Review)]

- **Graduate Student Fees**: We discussed the issue of concern "raised by some faculty colleagues in the Department of Plant and Microbial Biology regarding the 3D Memo distributed on July 22, 2019, disallowing the use of funds from federal sources to pay certain graduate student activity fees." APC recommends that this issue of concern be referred to the Personnel Policy Committee since there is not a uniform policy or consistent practice to cover students employed under contracts and grants.

- **Mentored TA Fellowships and TA Assignmen**t: We discussed the issue of concern from a senator in the College of Engineering. At issue is the assignment of a supplemental award for the mentor TA fellowship which may or may not provide the awardee with a TA position. APC recommends that the senator discuss this issue with the dean's office at the College.

V. **Adjournment**

Academic Policy Committee adjourned at 4:45 pm.

Respectfully submitted,

Jade Berry James
Co-chair Academic Policy Committee