|  |  |  |  |
| --- | --- | --- | --- |
|  | Present | Excused | Absent |
| Tatiana Arzivian | X |  |  |
| Suzanne Bidenback |  |  |  |
| Mark Bukowski | X |  |  |
| Karen Buonocore | X |  |  |
| Michael Chiacchiero | X |  |  |
| Marius Coman | X |  |  |
| Camille Drake-Brassfield | X |  |  |
| Christy Gilfert | X |  |  |
| Dale Hoover |  |  |  |
| Brenda Knight |  | X |  |
| Julia Kroeker | X |  |  |
| Qin Liu | X |  |  |
| Karen Maguire | X |  |  |
| Thomas Mohundro | X |  |  |
| Yadab Paudel | X |  |  |
| Melanie Ulrich | X |  |  |
| Tejendrasinh Vala |  | X |  |
| William Van Glabek | X |  |  |
| Vera Verga | X |  |  |
| Patricia Voelpel | X |  |  |

**Academic Standards Committee Meeting**

**All Campuses via Zoom**

**November 20, 2020**

**11 am – 12 pm**

* Meeting called to order at 11:02 am by Melanie Ulrich.
* Approve meeting minutes from 10/16/2020 – moved to approve Bill Van Glabek, seconded by Michael Chiacchiero.

**Discussion Items**

**Old Business**

1. Continued discussion regarding Academic Misconduct and college-wide standards/policy – committee discussion following review of the compiled information
   1. Committee would like to come up with a flowchart like FGCU
      1. Melanie Ulrich, Vera Verga, Patricia Voelpel and Mark Bukowski agreed to work on an initial draft
      2. As of now, the faculty member contacts the student and submits an academic misconduct report. This then goes to the appropriate school Dean for review and is also sent to the Dean of Students
      3. A suggestion was made to clarify misconduct/grievance procedures
      4. Prior history plays a role in what occurs – when it is repetitive is when the student is held accountable for their actions, a first offense is just noted
      5. Marius Coman stated that the grievance procedure takes precedence
      6. Christy Gilfert stated grades are not part of the grievance policy
   2. Vera Verga stressed that time is essential
      1. Bill Van Glabek stated it is 30 days for the grievance
      2. Karen Maguire stated 30 days is a lifetime in a mini term
      3. Mark Bukowski stated that the Student Code of Conduct has a timeline, so it would help to minimize the overall timeline
      4. Christy Gilfert stated as of now for Academic Integrity there is a 10-day window for the initial submission, followed by a 10-day window with the Dean for review, then a 10-day window for an appeal, and finally a 10-day window for the review of that appeal. This means a potential 40-day process, which is 8 weeks
   3. Tatiana Arzivian asked what the committee wants in the end to help guide the procedure
   4. W/D for dishonesty – the assigned F grade will only stand after the withdrawal if it is stated in the syllabus that a student will fail a course for academic misconduct
   5. Mark Bukowski example – student who was awarded a failing grade and appealed with the Dean. The student also goes to the Dean of Students asking to file a grievance. An ad hoc committee is formed and it goes to the Provost for a decision. He suggests looking at both together so the wording in the grievance policy is clear and to possibly change the language
2. Health and Safety section in the Faculty Handbook – update from Melanie Ulrich that Valerie Miller is the Chair of the Safety Committee, but she sent me to HR regarding Covid. The question was about all health and safety to include items like Covid, but not exclusively related to the current pandemic. Melanie Ulrich will reach out again
3. Updating Academic Standards Committee Charge sheet – discuss additions from the Executive Committee
   1. The committee suggested a module in Blooming with Zoom on academic standards and integrity
   2. Committee asked what we would get for review regarding general education before it goes to curriculum committee because the syllabus is generic
4. Update the Faculty Handbook – check links work and update the cover; Christy Gilfert will send the document to the appropriate individuals responsible for specific sections for review

**New Business**

1. None

The next meeting will be held January 15, 2021 from 11 am – 12 pm via Zoom (same link as recurring meeting has been set up for this committee).

Motion to adjourn was presented by Marius Coman and seconded by Karen Buonocore.

Meeting adjourned at 12:02 pm.