

Academic Affairs Committee October Minutes: October 4th from 3-4

Members Present (X)

Jen Kazmierczak.		jenkazm@iu.edu
Susan Moore	X	sulmoore@iusb.edu
Shanon Oldenburg.	X	soldenbu@iusb.edu
Jamie Smith.	X	jms21@iusb.edu
Kathy Sullivan	X	sullivka@iusb.edu
Denise Henderson.	X	dhhender@iu.edu
Scott Shoger.	X	sshoger@iu.edu
Registrar representative: Terri Langel		tlangel@iusb.edu
<u>Associate Vice Chancellor for Academic Affairs</u> Doug McMillen and <u>Registrar</u> Keith Dawson present		

October Agenda

1. Follow up on old business: Feedback Jamie/ Susan/ Kathy from Betsy (3-3:15)
2. Presentation by Keith Dawson regarding semester dates/grade submission: 3:15-3:30
3. Presentation by Doug McMillen: 3:30-3:45
4. New Business: 3:45-4:00

TOPIC	OUTCOME
Old Business updates: Faculty Concern: Guided Pathways Academy (3-3:15)	Jamie met with Betsy regarding the proposal to grant administrative withdrawal for students in the Guided Pathways Academy. Committee supported this proposed proposal for a one-year date only. Jamie will draft proposal and submit to the executive board.
Keith invited to present at the meeting sharing more details on campus calendar and grade submission (3:15-3:30)	Keith attended and provided background and request on grade submission issues. UFC extended the time of grade submission in the Summer, Fall, Spring. However, Summer semester the grade extension has created challenges for the registrar office, graduate audit, probation review as well as recorders and advisors due to approaching the start of Fall. Proposal options are to change summer 2 dates so it starts immediately after summer 1 which would increase timeframe between Summer and Fall by 5 dates. Second proposal is to align face to face dates with online classes; however, this creates a concern because additional minutes would need to be added to the online classes. Discussion is to collect more information from the recorders and Keith or Terri will

	report back to the AAC within 48 hours, the committee will review additional information through Canvas and decide how to proceed. If enough information is collected and a decision can be made to advance a policy to the executive committee before 10/8/2021, then that will occur with Jamie and Denise drafting the proposed policy.
Doug M invited to present at the meeting on Grade appeals (3:30-3:45); Elaine R. also sent an email requesting same (see below for her email)	Doug M. shared a concern of an increase in summer grade appeals occurring in Fall and concern how to manage them throughout the summer. Also, shared the concern of Spring grade appeals often occur in May, June and July after the AAC has dismissed for Summer (for 9 month contract employees) which caused a delay in the response of appeals (often until the following October for some students) which at times requires the Academic Office Administrators having to make decisions without faculty voice. Doug recommends the following procedural changes for the AAC: Establish time commitment and requirements of the AAC at the start of the term every August. Then, provide three meetings between May – July to address any grade appeals. Meetings and a vote can be done through the Canvas site if needed. Recommend for the committee to have 5 days to respond to increase timely response to student appeals and to maintain the involvement of faculty (AAC). AAC committee agreed to the new procedure. Dates will be established at the November AAC meeting and published on the Canvas site.
New Business: late withdrawal extension request for all students	Extending the date of Fall withdrawal to the end of the semester, similarly, to fall 2020 and spring 2021 was brought to the committee by Elaine Roth. Discussion revealed that Bloomington has already passed this policy for the 2021-2022 academic year. Committee agreed to propose a policy to the Executive Board.
Next Monthly Meeting: November 1st	First Monday of each month at 3:00: zoom link: https://iu.zoom.us/j/85704908960

Elaine Roth email:

On Oct 1, 2021, at 5:23 PM, Roth, Elaine <elarth@iusb.edu> wrote:

Hi Academic Affairs Committee,

I'm writing about the possibility of IUSB extending its Withdrawal date for the fall 2021 semester. In fall 2020 and spring 2021, the Academic Affairs Committee recommended doing so, and the Academic Senate voted to do so. IU Bloomington has already done so for the fall 2021 semester (see their language below).

Unfortunately, there is a tight turnaround for considering this possibility. The Academic Senate meeting is Friday, October 15. In order to present a proposal at the Senate meeting, the Academic Affairs

Committee would need to request a spot on the agenda by the morning of this coming Friday, October 8. Meanwhile, the current deadline for the end of e-withdrawal is Sunday, October 24.

Apologies for the pressure this puts on next week for your committee!

As background, this issue was previously discussed at the March 2021 Academic Senate meeting, and before that, the Academic Affairs Committee met at the end of the fall 2020 semester and faculty voted in December 2020 to extend the Withdrawal deadline.

I'd like to take this moment to thank previous Academic Affairs Committee Chair Jen Kazmierczak for her leadership last year in making all this happen - much appreciated, Jen!

Meanwhile, it would be great to do this in earlier in the semester this fall, but again, this puts pressure on the Academic Affairs committee, for which I apologize.

Please let us know if you have any questions about this process. Thank you for your work on this important committee.

Best,
Elaine

IUB fall 2021 late withdrawal language:

“This semester, due to the ongoing Covid pandemic, students may withdraw with an automatic grade of W through the end of the term instead of the customary October deadline. The provision of feedback past the standard midterm window can help students make informed decisions about whether to remain in class, especially as the extended automatic W deadline approaches.”