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## Academic Policies Committee Minutes of the Academic Senate 2011-03-28

University of Dayton. Academic Policies Committee

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UNIVERSITY OF DAYTON  
APPROVED MINUTES OF THE ACADEMIC POLICIES COMMITTEE  
OF THE ACADEMIC SENATE

March 28, 2011

Kennedy Union room 207, 2:30-4:30 PM

Attendance: Benson, Bickford, Gauder, Hess, Jain, Pedrotti, Roecker Phelps, Shank, Vanderburgh.

Excused: Dunne, Hollis, Trempe, White

1. Minutes: The minutes of the February 28 meeting were approved.

2. Announcements: No further meetings are scheduled this year. Please continue to keep Monday, 2:30-4:30 time slot available, though, in case of an unexpected need to meet again this semester.

3. The question was raised on whether or not there is a policy on the use of cell phones/iPods/computers in the classroom. Since a university wide policy does not exist, the APC agreed that some type of policy would be feasible. There was also agreement that any course policies on use of electronics in the classroom needed to be set by the instructor. It was suggested that David Wright be contacted for more information pertaining to such policies at other universities. The committee agreed there is cause for further discussion. Jon Hess will refer this item to ECAS for their meeting on April 1, 2011.

4. Old Business: Academic Misconduct Form. Leno Pedrotti's summary (document dated March 22, 2011) of the February 28 meeting was discussed and the following additions to the form were recommended:

student appeal notification

dean's signature

student's signature/date; with note to appeal as outlined in the University of Dayton Academic Honor Code

penalty assessed; with explanation

Procedural recommendations:

All academic misconduct cases will be reported to the dean's office.

Record of academic misconduct will be kept in the dean's office. Only the dean's office staff (dean, associate deans, assistant deans) may have access to the student's file.

Faculty members/advisors will have access to the information on a need to know basis.

Information regarding the new form and policy will be distributed through dean's meetings, Chair's Collaborative, faculty orientations, and other venues.

Jon Hess will make the appropriate changes to the document and will submit APC's recommendations to ECAS for their review.

5. Old Business: Program Proposal Document. Jon Hess distributed a handout that compared the PDP document with the two existing documents (94-10 and 96-3). After discussion, it was determined that the documents were largely consistent in content, but there were several significant differences. Most important, the procedure recommended in 94-10 was not suitable for the university today. After further discussion relating to the content, the consensus of the committee was to simplify document 94-10. Because this revision will take more time than is left this spring, the committee agreed to work on this in September. Jon Hess will submit the APC's recommendation to ECAS that APC will undertake this project next year.

Meeting adjourned at 3:35 PM  
Minutes submitted by Jackie Estep