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Spring 4-11-2022

Academic Policies Committee of the Academic Senate 2022-04-11

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APC Minutes
April 11, 2022

Committee Members: Phil Anloague (ex officio); Philip Appiah-Kubi; Deb Bickford (ex officio); Laurel Bird; Jenna Borrelli; Art Busch; Alison Carr-Chellman; Trevor Collier; Jennifer Dalton; Neomi DeAnda (chair); Greg Elvers; Harold Merriman; Danielle Poe; Dan Reyes; Sarah Webber (present are bolded)

1. Approval of Minutes from April 4, 2022. Unanimous approval.
2. CAP 5 Year Review Report
 1. Neomi is seeking input on the draft APC 5 year assessment of CAP (year 1)
 2. Most of the recommendations have been pulled from the coordinators and the CAP office
 3. The last recommendation – asking whether or not the APC should be where this assessment should take place. This could be true because of the need for work over the summer, and it may need more resourcing. People working on the various components should involve course releases, including the person pulling it all together.
 4. One of the challenges is the timing of the seating of the Senate.
 5. Should APC continue to be the main assessment place? There are other areas of interest for APC's time, and maybe it is taking up too much of APC's time.
 6. Are there suggestions for how and who would do the assessment of CAP? Will the review go directly to HLC? We need to be able to show how we are assessing the CAP courses, so we have to be careful.
 7. We could use a simplified process where we bring in the coordinators to give a report.
 8. At least half of the components do not have a coordinator.
3. CAP 5 Year Review Framework
 1. Neomi talked with Peg Strain on support she might need for the 5 year report (writing)
 2. We will be voting on the final framework for next year at the Monday, April 25 meeting.
 3. There has been a bit of a hold-up with the UNRC process to fill the crossing boundaries components for next year
4. [SET charge update](#)
 1. It has been re-formatted into two different pieces, with the rationale separate.
 2. There are still two questions to look at:
 - a. All students and faculty will be made aware in writing of the university processes– this fact will need a rationale to be written. A couple of lines will go for this (this is point #6).
 - b. Do we like this recommendation (#6?)

- i. We would need to describe the process by which comments that are threatening or harassing can lead to identification.
- ii. Perhaps we need to identify a process.
- iii. Are there key word flags that are being tracked?
- iv. How do we hold students accountable?
- v. We need communication to faculty on how to initiate a request, and we should let students know that in extreme situations, their identity can be unmasked.
- vi. We could spell out that if there is a statement that violates, the faculty member or chair can launch a process and work to hold the students accountable.
- vii. Do we need more time to spell out what #6 would look like?
- viii. In whatever communication goes to students, there needs to be a statement that the office will also unmask harassing comments in general, including from faculty and staff
- ix. Neomi will revise the wording in #6 and bring it back to the group
- c. we will have further conversation about when SET will be released
 - i. Should it be delayed until after December 27? Should the notification of its release be held back until January 2, separating the communication from the release of the data?
 - ii. We will return to this again in a future meeting.
- d. #9: incentives should not be used

5. Senate Report

6. Wellness Education Certificate Update

- 1. A chart has been added to talk about faculty member, department, students directly served, and estimated students in total
- 2. Also added were specifics about co-curricular opportunities
- 3. Art moved to approve the certificate, seconded by [Ali Carr-Chellman](#). 6 in favor, one abstention due to absence; meaning it was approved.
- 4. Certificates are approved by the Senate, and majors– but not minors. If minors go through another unit, there needs to be evidence of consultation, but it is approved by the unit.

7. Announcements