

## **Undergraduate Academic Council Minutes**

**Meeting:** Wednesday, November 17<sup>th</sup>, 2010. 2:00-3:00 PM.  
Room: Undergraduate Education Conference Room, LC31J

**Present:** Maria Brown, Nathan Cady, Yu-Hui Chen, Greg Denbeaux, Steven Doellefeld, Sue Faerman, Winnie Kutchukian, Martin Hildebrand, JoAnne Malatesta (Chair), John Murphy, Leah Rotella (undergraduate student rep.), Joan Savitt, Hany Shawky, Christy Smith, Kabel Stanwicks, Michael Steklof (graduate student rep.), and Katherine Trent.

**Guests:** Karen Chico Hurst, Linda Krzykowski, Sue Phillips, and Greg Stevens.

**Review of the Minutes:** Minutes from 11/10 meeting were approved as amended.

**Chair's Report:** The Chair is establishing the meeting schedule for next semester; please see the link she circulated via email to access an online calendar where you can list your day/time availability.

The chair reported on the most recent Senate meeting. Specifically discussed was the call from the Senate for the creation of a committee to examine alternative funding sources and identify ways to increase funding for the university. A member noted that such committee may already exist and the Chair will explore this with the SEC. Furthermore, the Chair encouraged any member who would like to be part of the Senate committee to volunteer and she will put their name forward for consideration.

### **Meeting:**

A staff member from the Office of the Vice Provost for Undergraduate Education asked the Council to consider making a change in the previously approved bill: "Revisions to University Policies on Students Absences". The current bills states: "There will be no provision for notes in instances where an illness related absence is less than one calendar week in duration, except in cases where the student has missed an exam or significant course deadline due to their absence." The proposed revision would state: "There will be no provision for notes in instances where an illness related absence is one calendar week or less in duration, except in cases where the student has missed an exam or significant course deadline due to their absence." The Council approved the change and a bill will be created to forward to the Senate.

The Council continued discussion about the retention and use of the Violation of Academic Integrity Reports. A revised version of the form was presented to the Council. Some members expressed concern that even with the changes, students may still not be informed that a report has been filed against them, and even if they are aware that they may not know what to do if they wish to grieve the report. A member suggested that the Office of the Vice Provost should be responsible for sending a letter to a student who is been accused of violating academic integrity, while others suggested that notification of the student is solely the responsibility of the faculty member filing the report.

Other concerns included the extent to which faculty filing the report realize what the implications to the student are, and whether that would influence their decision to file a report.

Some members expressed concern regarding the legality of the use of this information when other institutions or government agencies request an academic background check on a student. Other members noted that it would be a violation of institutional academic integrity to withhold the information.

A strong concern was expressed over disparities in dispensation of reports of academic integrity violations -- two instructors could decide two very different sanctions in otherwise identical circumstances. Some members noted that this is the nature of academic freedom and faculty members have discretion regarding the sanctions in such cases. However, other members sought to explore a more uniform way in which to address violations of academic integrity and it was suggested that these reports be streamlined through one office.

The Council decided to form a subcommittee to explore all issues associated with this policy and will invite GAC to join the subcommittee as this issue impacts both graduate and undergraduate students. In the interim, in order to complete the Dean's Recommendation requests that may come in while this matter is under consideration, University Legal Counsel will be consulted to determine whether or not the Office of Undergraduate Education may continue to follow current practice.

**Committee reports:**

**Committee on Curriculum and Honors:** They reviewed and approved the suspension to the Judaic Studies major as well as the proposed changes to the Journalism Major. The Chair will be sending other proposals out via email.

**Committee on General Education:** Nothing to report. The Task Force will have their report completed by next week and then will be send to Senate.

**Committee on Interdisciplinary Studies:** Reviewed and approved proposal for German Major.

**Committee on Academic Standing (Sub-committee of Admission and Academic Standing):** Will meet this Friday. Meeting adjourned at 3:00pm.