MINUTES OF THE ACADEMIC POLICY & PLANNING COMMITTEE OF THE ACADEMIC SENATE CALIFORNIA STATE UNIVERSITY, FRESNO

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Office of the Academic Senate

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September 23, 2021

Members Attending: James Mullooly (Chair), Nichole Walsh, Ahmad Borazan, Aaron Stillmaker, Dave Goorahoo, Kathi Rindahl, Oscar Vega, Ahmad Borazan, Bernadette Muscat (ex officio).

A meeting of the Academic Policy & Planning Committee was called to order by Chair Mullooly on Thursday, at 2:02 PM., in ZOOM

1. Approval of the Agenda.

MSC

2. Approval of Minutes for: 9/16/21

MSC

3. Communications and Announcements:

-The Executive Committee returned our draft of APM 203 (Special Majors) requesting we reconsider integrating the 2017 ASG draft which clarifies the APM’s dual purpose.

-OBE sent AP&P concerns regarding our upcoming work on APM 206 (Distance Instruction).

4. APM 241 (Syllabus)

Second Reading, continued

Adjourn: 3:17

**AP&P Agenda for 9/30/21**

**Start time: 2:0?**

**Not in Attendance: ?**

1. Approval of the Agenda

2. Approval of Minutes for: 9/23/21

3. Communications and Announcements:

-APM 676 (International Agreements) has received a first reading on the Senate floor earlier this week (Jim)

-Chair tracking down lost elements of AMP215 (GE) to add to the latest draft (Jim)

-Chair Spoke with Senate Chair re: Syllabus Template (Jim)

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| |  | | --- | | Sep 28, 2021  Raymond Hall To Jim Mullooly | | (2 days ago) |  | https://mail.google.com/mail/u/0/images/cleardot.gif  https://mail.google.com/mail/u/0/images/cleardot.gif |
| |  | | --- | |  | | | |

Hi Jim,

The syllabus template has come up a lot in the few weeks I've been chair. I will put a discussion of it on the exec agenda. **I like the idea of it being an addendum to an APM as it should be under the strong purview of faculty governance in terms of curriculum and academic standards.**

Thanks for the suggestion.

Best,

Ray

4. APM 241 (Syllabus)

1. **241 governs the template (i.e., cannot be changed without notice to AP&P)**
2. **Modify point M**
3. **Add a point P** 
   1. APM 241 (Syllabus) properly align it to the syllabus template [**UNTIL WE CAN DETERMINE WHO CAN MODIFY IT, IT IS DIFFICULT TO DO THIS]**
   2. APM 241 (Syllabus) Consider adding clear definition for Administrative Drops and “No shows” that govern all modalities of instruction (e.g., hybrid). Could add “in first 10 days, students must participate in one of the following ways (e.g., …)”. {potentially consider adding reference the bereavement clause here. }[**Though important, this is NOT PART OF 241, unless its to add something to warn students, engage in the first 10 days or you are out]**

5. Syllabus Template

6. AMP 206 (Technology-mediated Courses)

-Integrate Van Nee’s OBE Comm ideas

Adjourn: 31?

**OUTSTANDING**

6. APM 203 (Special Majors)

7. APM 225 (Teacher Education Policy)

-Integrate Kreman AD’s ideas

**-APM 113 (Academic Organization)**

Reviewing the entire APM for conflicting policy implicated in Library faculty being

department chairs.

**-APM 232 (Absence policy)**

Two items:

1. (from Registrar) New law protecting military related absences (already added).

CHECK ON THIS

B. (from UG Committee) Concern about the wide interpretations of “excused absence”. Possible solution: Create an absence guide sheet. Work from p-12 Ed Code or add a section on “prolonged absences”? Is the challenge disambiguating a random absence from a longer one? Or possibly improve the definition of excused absences and provide a guide sheet with examples of “serious and completing” excuses.

Chair agreed to draft a guide sheet. It might get placed in the “how to make a syllabus” link, next to the syllabus template link. (i.e., APM 241)

**-Post Covid Engagement changes:**

1. APMs 231, 232, 237, 241 and Syllabus Template, Bereavement concerns
   1. APM 231 (Add/Drop) sent to AIT on 3/4/21
   2. Hold work on **232 (Adding and Dropping) and 241 (Syllabi) until 231 (Absence) returns form AIT (send 3/1/21).**
   3. APM 231 (Add/Drop) Need to define “absence” in a hybrid or “HyFlex” class.
   4. AMP 237 (Assessable Materials) and 241 (Syllabus) (From Online/Blended Subcommittee) – consider adding the 237 link directly onto the syllabus template. Agreed we would rewrite 241 to align it properly with the syllabus template. Thus we will address absence, no shows, “engagement” vs “attendance” and bereavement with these issues.
   5. APM 241 (Syllabus) properly align it to the syllabus template
   6. APM 241 (Syllabus) Consider adding clear definition for Administrative Drops and “No shows” that govern all modalities of instruction (e.g., hybrid). Could add “in first 10 days, students must participate in one of the following ways (e.g., …)”. {potentially consider adding reference the bereavement clause here. }
   7. Need to address new bereavement concerns
   8. Need to make sure the syllabus template it updates with all of this.

[APMs 231, 231, 237, 241 and Syllabus Template, Bereavement memo]

Q: Is there any real data about student abuse of these rights?

**-Plus/minus grading**

**-Sustainability Policy?**

Awaiting the Sustainability Comm I believe [not sure]

Check up on (possible slipped through cracks before FL21):

-Internship Committee Charge, First Reading

-Service-Learning Policy, tabled

-Program review Draft