

**Meeting of the Villanova University  
Academic Policy Committee**

Tuesday, November 29, 2016  
4:00 PM – 5:20 AM  
Fedigan Room, SAC 400

Minutes

In Attendance:

Sherry Bowen, Jennifer Dixon, Marylu Hill, Shelly Howton, DeVon Jackson, Christopher Kilby (chair), Brian King, Adele Lindenmeyr, Eric Lomazoff, Peggy Lyons, Christine Palus, Krupa Patel, Lesley Perry, Elizabeth Petit de Mange, Joseph Schick, Craig Wheeland, Daniel Wright, Dennis Wykoff, Tina Yang.

Absent:

Danai Chasaki (NIA), Gordon Coonfield (sabbatical), Sandra Kearney, Michael Posner (NIA), Rees Rankin, Eriny Tawfik, Andrea Welker (NIA). [NIA=Notified in Advance]

Administrative Items

- 1) APC has several new members: DeVon Jackson, Staff Representative; Elizabeth Petit de Mange, Nursing Representative; Eriny Tawfik, Student Representative.
- 2) Tina Yang volunteered to take notes for the meeting minutes.
- 3) The committee approved the November 11, 2016 minutes.

Old Business

- 4) Reports of Subcommittee Chairs and subsequent discussion.
  - Honors Program (HP). The subcommittee has not met since the last APC meeting 2 weeks ago but Dennis Wykoff (chair) has had further discussions with the Honors Program staff.
    - i) The subcommittee had planned to collect data on yield rates for applicants admitted into the Honors Program before and after the system changed in 2010 to assess Honors as a recruiting tool. Honors Program staff (Thomas Smith and Allison Payne) expressed concern about the cost of collecting data and the likelihood of meaningful results.
    - ii) Regarding reports of Honors assigning departmental attributes to honors courses without the consent of the relevant department chairs and recruiting instructors in those courses, also without the consent of the department chair, Smith was emphatic that any such instances were not by intent, rather due to broken chain of communication. Some APC

members suggested APC make the following recommendation to the Provost: the Honors Program provide a written policy statement each semester to each department chair stating that assignment of departmental attributes to honors courses and staffing of such courses require the approval of the department chair. It was also recommended that the Honors Program publish this policy on their website.

- Academic Integrity Violation Procedures (AIVP). Andrea Welker (chair). Eric Lomazoff reported:
    - i) AIVP recommends a policy change: Faculty submit allegations directly to the relevant dean, cc'ing their chair.
    - ii) AIVP is working on clarifying language in the faculty handbook regarding the appeals procedure. This includes specifying that department chairs who participated in the integrity violation hearing should not be part of the grade appeal.
    - iii) Campus Currents ran AIVP's faculty survey, which remains open for anonymous faculty input. APC members should encourage colleagues to participate.
    - iv) AIVP will forward recommended changes to the policy in the faculty handbook to Faculty Rights and Responsibilities Committee (FRRC), which oversees the handbook.
    - v) AIVP plans to work on academic integrity violation *prevention* in the spring semester.
- Subsequent discussion highlighted a new challenge: websites providing answers to textbook exam questions. One solution is to "blacklist" such websites.
- Online CATS (OCATS). Michael Posner (chair). Online CATS have just begun so the subcommittee did not yet have any developments to report. APC members noted a few technical glitches for team-taught courses and faculty requests for screen shots of the system so they could provide students with more informed directions. Thus far, tech support has been prompt.
  - Undergraduate Core Curriculum (UCC). Marylu Hill (chair) reported on the progress of the Undergraduate Core Curriculum (UCC) Subcommittee:
    - i) Recommend not calling the required courses a "core curriculum." Alternatives include the "first-year experience" but UCC is open to suggestions for a more uniquely Villanova moniker. Advantages include: better branding that highlights the unique education experience (e.g., ACS/theology) that Villanova provides; alignment with Middle States accreditation body's focus on outcomes; reflecting the multifaceted nature of today's education experience.
    - ii) The subcommittee will streamline its proposal and strengthen curriculum diversity.

## 5) Update on diversity, inclusion, and UCC

CLAS Dean Lindenmeyr discussed a student letter sent to a number of University officials concerning many dimensions of diversity at the University, including the content of the "core curriculum" and the CATS. The administration is actively engaging with students to understand and address their concerns. APC members agreed that these issues, concerns, and perspectives are important for APC discussions of curricular issues (e.g., UCC subcommittee) as well as other academic policy (e.g., CATS).

In January, CLAS plans to form a college-wide diversity/inclusion committee consisted of students, faculty, and staff. The CLAS will ask each department to have an action plan for

diversity/inclusion. A previously revised set of faculty recruitment guidelines, updating the language regarding diversity and inclusion, was resent to CLAS chairs a week ago.

CON Dean Fitzpatrick met with students and initiated a review of graduate and undergraduate curricula to ensure consistency with University diversity and inclusion efforts.

APC discussed that the concept of diversity is broad, including diversity in faith, gender, gender identity, race, and economic background. The APC chair encouraged administrators to include APC in any discussions and decisions related to diversity and inclusion that fall within APC's mandate, i.e., matters of academic policy that involve more than one college.

## New Business

### 6) Look ahead to next semester

APC discussed potential new committee topics for next semester (in addition to continuing unfinished business). One idea suggested by the Faculty Congress Executive Committee (FCEC) for APC is to reduce the number of required classes for graduation and the number of courses undergraduates regularly take each term; Fr. Peter has encouraged FCEC to flesh-out a proposal. The committee briefly discussed the merits (increasing quality, depth of coverage, and rigor of classes; easing resource constraints) and problems (accreditation/certification requirements in Nursing, Engineering, and Accounting; course load in the Sciences; impact on high-achieving students; variance in quality of instruction). Related proposals have been considered earlier and should inform any discussion of these issues.

### 7) New protocol for APC

Fr. Peter's document setting up the University Council (replacing the University Senate) outlines the restructuring of former Senate committees as free-standing committees. APC will report to the Provost. Fr. Peter has tasked current committee members with finalizing their committee's protocol (membership, etc.). Craig Wheeland had earlier circulated a proposal via email aimed at making APC more manageable (especially addressing past difficulties in scheduling meeting times), reducing the committee's size by trimming some faculty and student positions. Fr. Peter's outline also trimmed student membership but expanded faculty membership (dropping one science position but adding 1 engineering position and 2 law positions) and administration/staff representation (2 new positions). APC discussed the merits of the two approaches (largely revolving around improved efficiency in scheduling and running meetings versus wider representation and sufficient membership to run a range of subcommittees). There was also discussion of APC "powers" (e.g., is the Provost required to respond to APC recommendations within a given timeframe) and mandate. The new protocol for APC will be the core topic for the next APC meeting.

Drafted from Tina Yang's wonderful notes. Thank you!