

# Samford University Faculty Senate

## MINUTES, Committee on Academic Affairs

**DATE OF MEETING:** February 8, 2001

**TIME:** 3 p.m.

**PLACE:** Room 308, Divinity North

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**Present:** Marlene Reed (Business), Sue Peterson (Library), Perry Tompkins (A&S), Greg Jeane (A&S), Bill Ellison (Law), Steven Epley (A&S, Chair), Emily Thompson (Student Rep.), Jane Martin (Nursing), David Nichols, Roger Parker, Paul Aucoin

**Absent:** Norfleete Day (Divinity), Pat Hart (Education), Sharon Lawhon (Music)

1. Minutes from the previous meeting were approved.
2. Faculty Development Grants – Steven Epley reported that there was a miscommunication to Dr. Joe Lewis of the Committee’s intent regarding funding of the Faculty Development grants. The lack of clarity meant the partial funding intended for some of the grants actually resulted in several grants dropped with no funding. It is a difficult, but important, lesson learned for next year – strict adherence to the \$25,000 pool of funds and prioritize within categories.
3. No action was taken on student requests. Paul Aucoin clarified some of the particulars of a request in which there is a “he-say/she-say” dilemma. The particular case involves a challenge of an FA grade, and we are the appropriate committee to resolve the issue. The policy regarding procedure in such cases needs clarification. Several questions were raised (Should we seek faculty input? Should we ask both parties to come in person or merely submit written statements?). After discussion, the Chair will ask the professor to submit records and/or documentation and the Committee will consider the case at the next meeting.

4. Bill Ellison presented his draft of the Mediation Policy. There was considerable discussion on this draft. Professor Ellison gave background, based on a faculty survey, that indicated faculty were by-passing the values process to deal with academic violations. The mediation approach is an attempt to find a way to encourage compliance with University procedures/policies by all parties. The issue of how to handle repeat offenders was discussed. The issue of who could ask for mediation was also discussed. Either side may ask for it, but the faculty member, in either case, must agree to participate. Dr. Nichols had suggestions for modifying the Values Violation process that would facilitate including mediation – will work these out with Dr. Ellison. The policy will be an amendment to the Values Violation process as printed in the Student Handbook, and it will have to be approved by the Faculty Senate. The deadline for handbook printing is May 10.

5. Dean Paul Aucoin requested flexibility in making the determination of use of Jan Term credits for removal of Academic Warning for **first semester freshmen**. This would be invoked only if failure to apply credits would result in the student having to withdraw after completing coursework in Jan Term. The need for some flexibility arises because of the University's calculation of the cumulative GPA. Three students are currently awaiting resolution on this matter. Permission was granted by the Committee.



6. Dean Aucoin also presented a draft of the D-repeat policy for the Committee's review. There was discussion of whether to use the higher of the two grades on a course, or use only the grade of the course repeat. The intent is to allow a student some option of recovering from the consequences of poor decisions, or circumstances beyond individual control, which adversely affected academic performance in a given semester(s). It is being treated as a draft for review by individual school faculties.

7. Dr. Tompkins raised the issue of redesign of the faculty development grant policy. This has been raised before and it is time to form an ad hoc committee to review the matter. He plans to use Committee members from last year and this, and hold it to 3-5 members. The committee will produce a draft of the letter that goes out at Faculty In-service with the grant policy embedded in it. The Committee authorized him to proceed.

8. The Honor Code will be taken up at the next meeting.



*Minutes submitted by Gregory Jeane.*

Next meeting: **Tuesday, February 27, at 3 p.m. in Divinity North 308.**