

Georgia College & State University Academic Policy Committee Annual Report 2023-2024

Committee Name: The Academic Policy Committee

Academic Year: 2023-2024

Committee Charge:

- **V.Section2.C.1.a. Membership.** The Academic Policy Committee shall have no fewer than eleven (11) and no more than thirteen (13) members distributed as follows: no fewer than nine (9) and no more than eleven (11) members selected from the Corps of Instruction faculty, at least seven (7) of whom are elected faculty senators, one (1) member who is the Chief Academic Officer or an individual appointed by the Chief Academic Officer to serve as a designee in compliance with V.Section2.C, and one (1) member appointed by the University President in compliance with II.Section1.A.5.
- **V.Section2.C.1.b. Scope.** The Academic Policy Committee shall review and recommend for or against policy relating to undergraduate and graduate education matters that have broad impact or implication to the university as a whole, which includes, but is not limited to, policies relating to grading, scholastic probation and honors, academic appeals, academic standing, standards for admission, general university degree requirements, educational processes, academic calendar, academic assessment, and academic ceremonies. This committee also provides advice, as appropriate, on academic procedural matters at the institution which includes, but is not limited to, academic assessment and those matters relating to the educational process.

Committee Calendar:

August 14, 2023 (Governance Retreat)

September 1, 2023

October 6, 2023

November 3, 2023 (transacted business via email)

January 5, 2024 (cancelled due to lack of discussion items)

February 9, 2024 (cancelled due to lack of discussion items)

March 1, 2024

April 5, 2024 (cancelled due to lack of discussion items)

Executive Summary:

Topics of discussion:

- **Academic Integrity Implications of Artificial Intelligence:** The committee, at the request of faculty, considered a change in GCSU's academic dishonesty policy to ensure that the inappropriate use of AI technologies was clearly forbidden. The committee investigated all pertinent policies at other USG institutions to determine what language sister universities and colleges may already have in place. The committee found that only Augusta University and the University of Georgia had so far altered their policies to reflect the new landscape. Faculty members Joy Bracewell and Cynthia Alby were consulted for their experience and expertise. The committee ultimately found that the GCSU academic dishonesty policy's current language regarding plagiarism needed updating, which led to the proposal of motion 2324.APC.001.P, found below.
- **Overload Policy:** Some faculty in the APC reported concern with the lack of a policy to determine adequate and equitable overload pay for members of the Corps of Instruction. The chair of the APC was requested to broach this topic with ECUS and the FPAC committee following the September 1, 2023 APC meeting. No further action was taken by the APC.
- **Final Examination Policy:** At the request of FAPC, APC was asked to consider a revision to the Final Exam Policy. APC considered the matter in its meeting of October 6, 2023, and chose not to consider a change of policy at that time.
- **Core Curriculum Updates:** At the request of the General Education Committee, the Academic Policy Committee advanced a motion to the University Senate (2324.APC.002.P, found below) to add language regarding the new University System of Georgia-mandated Core Impacts policy to the existing GCSU Required Syllabus Statements policy.
- **Syllabus Statement on Diversity, Equity, and Inclusion:** At the request of DEIPC, the Academic Policy Committee reviewed the proposed suggested syllabus statement on Diversity, Equity, and Inclusion. The Academic Policy Committee did not feel that it was in our purview to co-sponsor the proposed suggested syllabus statement, but we

felt that its language was appropriate, so long as it was included on a separate webpage for suggested syllabus statements, rather than the page for required syllabus statements.

Committee Membership and Record of Attendance:

Key: P=Present, R=Regrets, A=Absent, E=Committee business transacted via electronically, C=Meeting canceled due to lack of discussion items

Member Name	Position	Senate Member	September 1	October 6	November 3	January 5	February 9	March 1	April 5
Andrew J. Allen	Chair	Yes	P	P	E	C	C	P	C
Gregory Corey Claxton		Yes	P	P	E	C	C	P	C
Donovan Domingue		Yes	P	R	E	C	C	R	C
Sayo Fakayode		Yes	P	P	E	C	C	R	C
Dana Gorzelany-Mostak		No	R	R	E	C	C	P	C
Lee Kirven		Yes	P	P	E	C	C	R	C
Adam Lamparello		Yes	R	P	E	C	C	P	C
Lyndall Muschell		Yes	P	R	E	C	C	P	C
Robert Stewart	Secretary	No	P	P	E	C	C	P	C
John R. Swinton	Vice-Chair	Yes	P	P	E	C	C	P	C
Eryn Viscarra		Yes	R	P	E	C	C	R	C

Motions brought to the Senate floor:

Motion Number: 2324.APC.001.P

Source Committee: Academic Policy Committee

Motion Status: Implementation in progress

Motion Type: Policy Recommendation

Motion Text: To recommend as University Policy the proposed “Student Academic Dishonesty Policy Revision.”

Proposed Policy Language: “Plagiarism. For the purposes of this document, plagiarism is considered the act of representing ideas, writings, artistic designs, or any other creative endeavors that were created by someone or something else as one’s own. This includes, but is not limited to, materials created by artificial intelligence. When direct quotations are used, they must be indicated; and when the ideas of another are incorporated in any submission, they must be acknowledged, according to a style of documentation appropriate to the discipline.”

Reason for the Policy: The Academic Policy Committee, at the request of faculty, considered a change in the current GCSU academic dishonesty policy to ensure that the inappropriate use of AI technologies is clearly forbidden. The committee investigated all pertinent policies at other USG institutions to determine what language sister universities and colleges may already have in place. The committee found that only Augusta University and the University of Georgia had so far altered their policies to reflect the new landscape. Faculty members Joy Bracewell and Cynthia Alby were consulted for their experience and expertise. The committee ultimately found that the GCSU academic dishonesty policy’s current language regarding plagiarism is in need of updating. Therefore, APC proposes that the University Senate consider the above language to replace the current policy’s section 1C. No other revisions to the policy are currently recommended by the Academic Policy Committee.

The APC unanimously moved to move motion to Senate on October 6, 2023. The motion was approved by the University Senate on October 20, 2023, and approved by the University President on October 27, 2023. Implementation of the policy is complete.

Motion Number: 2324.APC.002.P

Source Committee: Academic Policy Committee

Motion Status: Implementation in progress

Motion Type: Policy Recommendation

Motion Text: The Academic Policy Committee advances a motion to the University Senate to amend the current required syllabus statements policy as an addition to item 12: All courses that meet general education requirements must include the USG-approved Orienting Question, USG Learning Outcome, and Career-Ready Competencies as part of the syllabus.

Proposed Policy Language: To be added as item 12 of the current Required Syllabus Statements policy:

“All courses that meet general education requirements must include the USG-approved Orienting Question, USG Learning Outcome, and Career-Ready Competencies as part of the syllabus.”

Reason for the Policy: To update current GCSU policy to align with new USG policy 3.3.1

The Academic Policy Committee moved to advance the motion to the University Senate on November 3, 2023. The motion was approved by the University Senate on November 28, 2023, and approved by the University President on December 12, 2023. Implementation of the policy is complete.

Other Significant Deliberation (Non-Motions):

None

Ad hoc committees and other groups:

None

Committee Reflections:

What worked well: The committee was efficient in its use of time. Its deliberations were collegial and constructive. The committee was open to consider ideas and motions from all sources at the University.

What could use improvement: No suggestions for improvement at this time.

Committee Recommendations:

Are there any issues that should be considered by this committee the following year? No

Are there any issues that this year's committee was unable to complete its work on? No

Do any of this year's committee actions require follow-up? (i.e. a policy was drafted, but there was a recommendation for a review of the policy during the following year.) No

Recommendations on calendar (meeting times, outline items that you expect would be considered annually) None

Recommend items for consideration at the governance retreat: None

Appendix: Committee Operating Procedures

In terms of SOP, the committee agreed to keep meetings rather informal, except for votes on policies. APC is composed of 11 members, so there will need to be 6 members present to establish a quorum to conduct committee business. Other SOP items of committee agreement were to bring up agenda items early; to be respectful of when meetings begin and end; to require approval of extended time at regularly scheduled end of an APC meeting; require consensus before new items for discussion are brought to the attention of ECUS; and when possible, to invite guests to clarify information related to committee discussions.

We also acknowledged that US operating procedures permit for electronic discussion of items if achieving and maintaining a quorum becomes difficult.