

INSTRUCTION COUNCIL

April 16, 2010

101 WH

MINUTES

Present: Celeste Campbell, Bruce Crauder, Bob Davis, Shiretta Ownbey, Mark Payton, Chris Ross, Mark Weiser, Keith Teague, and Gail Gates.

1. Curricular Requests:

College of Agricultural Sciences and Natural Resources and College of Arts and Sciences

ENVIRONMENTAL ECONOMICS, POLITICS, AND POLICY MINOR

New Minor

The departments of Agricultural Economics and Political Sciences plan to jointly offer the minor in Environmental Economics, Politics and Policy. The minor will focus on environmental and natural resource economics and policies.

Members approved both minors.

2. Honors College Policy and Procedures Proposed Amendments – Gail Gates

A change was made in 4-1 of the policy because some colleges were having difficulties getting instructors to offer honors sections due to restrictions in the Honors College policies. The change to 6.4 attempts to clarify grading expectations and if faculty don't agree with the policy they can opt out of offering the course. Members asked that they vote on the two changes separately.

4.1 – Members approved

6.4 – Member denied approval as is and recommended removing the word “definitely” from “more active student participation ‘definitely’ should be encouraged” and removing the last two sentences in the section.

3. Draft Changes to Academic Integrity Policy – Gail Gates

In the Fall an academic integrity survey was conducted with students, teaching assistants, and faculty and this Spring meetings were held with representatives from the Academic Integrity Panel, facilitators, and Faculty Council to recommend changes to the policy.

Under Procedures:

2.02 - it was suggested to change the name of the initial form to the Academic Integrity “Inquiry Notification” form and to define the discovery date to give instructors some flexibility.

2.05 – additional information to add “paraphrasing” and better define “unauthorized collaboration”.

Adding 2.05.b.13 – “Having unauthorized access to solutions and/or instructors or solutions manual for a course.”

Adding 2.05.b.20 – “Altering course withdrawal slips and similar academic documents. This includes forging an instructor or adviser signature.”

2.05.c - Level three sanction

Level three sanction: added “recommend” ‘awarding a grade of “F!” for an appropriate course,’ to the sanction level 3.

Adding 2.05.c - “In addition, suspension from the university may be recommended for fraudulently altering academic records such as transcripts or applications for admission”.

2.09 – adding at the end of the paragraph – “or allow the sanction for the second violation to remain a ‘zero’ or ‘F’ for the examination or assignment and require the student to complete an academic integrity educational program. Students who do not successfully complete their education within the specified period (no greater than one calendar year) will receive the sanction of ‘F!’”.

2.10 – add statement – “In rare circumstances, the Academic Integrity Panel may consider a different sanction if the two violations occurred at about the same time, however, students who have three reported violations will be suspended.”

Adding 6.04 - The Academic Integrity Panel determines if A) the student committed an act that violates academic integrity and B) the sanction is appropriate. The following guidelines have been cautiously developed for the Panel to use when examining an alleged academic integrity violation:

- a. The Panel will review the course syllabus statements about academic integrity if the instructor has a policy different from that of the university.
- b. If the instructor used an academic integrity sanction that is different from the sanctions specified in university policy, the Panel will consider if the instructor clearly informed students about the sanction.
- c. The Panel will determine if the instructor clearly communicated the parameters of the assignment to the students.
- d. If more than one student was involved in the alleged violation, the Panel will consider if the students were sanctioned fairly or if one student was singled out for arbitrary or discriminatory treatment.
- e. If the student has more than one alleged violation, the Panel will consider if the violations occurred far enough apart for the student to have learned from the first incident.
- f. The Panel will not consider issues related to the quality of instruction or the academic soundness of the instructor’s teaching methods. These issues will be addressed with the instructor’s supervisor.
- g. In the initial hearing, the Panel will not consider whether the instructor or student missed the deadlines listed in this policy; the Panel will only determine if the violation occurred and if the sanction is appropriate. If the instructor or student appeals the decision, the Appeals Panel will consider if the academic integrity procedures and deadlines were followed.

Members approved the changes to the Academic Integrity Policy.

4. **D2L Student Evaluations – Mark Weiser**

Mark noted that there had been problems with student evaluations of online courses on D2L. Evaluations are given before grades are given and the scores are reviewable by instructors. With the impending upgrade to D2L instructors will have more detailed access and the Outreach Council would like to address changing the process. Members asked if the D2L evaluation was different from the regular Student Survey of Instruction (SSI) and it was noted that they are similar as the online survey was created from the regular SSI with input from outreach representatives and faculty who taught online courses. Members asked if an anonymous survey could be created, perhaps on Survey Monkey.

5. **Other**

Shiretta noted that Human Environmental Sciences has clinical faculty assistant professors hired in Hotel and Restaurant Administration and according to the Honor’s College Policy, are not allowed to supervise honors students. Dr. Spurrier should be able to provide a list of the Honor’s College faculty.

D2L upgrade is scheduled to occur in the middle of the week of the June session to accommodate the schedules of the four institutions.

The Registrar’s Office has scheduled another FERPA training session the end of April. Approximately two-thirds of faculty and staff who have access to SIS or AppXtender have completed their training.

Adjourn: 10:15 a.m.