I. Call to Order

Dr. Michelich called the meeting to order at 3:00 p.m.

II. Approval of Minutes

The minutes were approved as presented.

III. Old Business

Disruptive Student Policy

Persons from Student Affairs, as well as the Director of Governance and Policy, Beth Jensen, made their input to the policy that Dr. Lochamy and his team had presented to previous AAAC meetings. Significant additions that were made by Student Affairs included the following:

- Guiding Principles, which essentially comprise a statement of philosophy and general parameters. This section has a list of examples of disruptive behavior which is expected to be useful as a quick reference.
- A meeting between the instructor and the student that was asked to leave a class because of disruptive behavior, before the student attends another class. The intent of this meeting is to make sure that the behavior gets corrected.

The procedure for handling disruptive behavior originally had three forms which were to be completed whenever a student was dismissed from class - one by the instructor, one by
the Department Chair and one by the Dean. This has now been replaced by one form which is to be signed by all three persons, as well as the student. The form includes a section for the instructor to state what he/she requires the student to do to correct the behavior. The student does not have to agree, but must sign the form to acknowledge that he/she received it. Department Chair comments on the form are intended to ensure departmental oversight.

The meeting felt that Ms. Jensen’s re-working of the policy left it somewhat deficient. Specifically, her version of the policy defined disruptive behavior and gave examples, but did not state what the College’s expectation was. It was felt that it was necessary to convey that (1) students are expected to conduct themselves in an orderly and cooperative manner, and (2) faculty are expected to maintain order within the class while still encouraging respectful expression of thoughts and ideas from their students. It was agreed that the policy should make four essential points:

- Disruptive behavior will not be tolerated.
- A definition of disruptive behavior.
- Disruptive behavior is determined at the discretion of faculty and staff.
- College personnel may declare behavior such as, but not limited to, a given list of examples as disruptive.

Under the procedure, it was decided that it should be stated that behavior outside of the academic environment that is disruptive will be handled by the Student Code of Conduct.

Dr. Lochamy will finalize the Disruptive Student policy as per the discussions.

Academic Honesty Policy

The policy included a list of examples of cheating. However, it did not include the situation where a student submits a paper that he/she had done previously for another class. The discussion that ensued revealed that there were varying ideas as to the legitimacy of this practice. The consensus was that it should be left to the individual instructor to decide if it was acceptable, and that he/she should state that on the syllabus. Mr. Hendricks will take this matter to the Senate for further discussion.

Appeals or legal issues involving academic dishonesty charges ideally will not involve Student Affairs. Dr. June explained that Student Affairs would have to spend too much time working with the academic side in trying to figure out what really transpired. In his opinion, it would be better for the academic side to take ownership of the matter and keep the files in their area.

The meeting thought that a category of cheating should be added for providing false information or documents in order to receive a change of grade. This would cover hardship withdrawals. Dr. Michelich said that this should also be included in the hardship withdrawal policy/procedure.
IV New Business

Text Selection Policy

Dr. Griffin had suggested before he left GPC Online that the text selection policy be revised so that persons who teach online can allow their students to choose electronic versions of books that are already on the approved list. The current policy allows for instructors to select from a list of no more than three ISBN numbers. However, study guides represent additional ISBN numbers. Phil Smith said a program change would be necessary to expand the choices. It was decided to table the textbook policy until he found out what can be done to the program for it to meet the expressed needs.

VI Adjournment

The meeting adjourned at 5:10 pm.