**Educational Affairs Committee Agenda**

February 2, 2021

***Voting Members:***

Kevin Ahern

Poonam Arora

Keith Brower

Mark DeBonis

Isabel Frazza

Donald Gibson

Christie Gonzalez-Toro

Steven Goss

Evangelia Ieronymaki

Ella O’Brien

Alana Pons

Rani Roy

Meg Toth

Steven Schreiner

Sarah Wacker

***Ex Officio Members:***

Jeff Cherubini

Edward Dee

Jake Holmquist

Carlos Tonche

William Walters

1. Approval of the Agenda (see attachment)
   1. Motion: To approve the meeting agenda of February 2nd meeting
   2. Discussion: Date change
   3. Vote: Motion carried
   4. Resolution: The meeting agenda was approved
2. Approval of Minutes from December 1, 2020 (see attachment)
   1. Motion: To approve the minutes from December 1st
   2. Discussion: Correction of name on 7.1.1 and date corrections
   3. Vote: Motion carried
   4. Resolution: The minutes from December 1st were approved
3. Report of the College-Wide Curriculum Committee (CCC) – Jeff Cherubini
   1. The CCC last met on December 15th and thoroughly reviewed and unanimously approved a new Master’s of Science in Accounting within the O’Malley School of Business.
   2. Next meeting is scheduled for Tuesday, Feb. 16th
4. Report of the College Technology Committee (CTC) – Jake Holmquist
   1. Richard Musial filled in for Jake Holmquist
   2. Looking at improving and cleaning up the cables on the podiums for teachers
   3. Looking into having QR codes in the classroom for teachers to scan when they have any questions or concerns
   4. Enabled custom Google Meet backgrounds for professors and students
5. Report of the College Library Committee (CLC) – William Walters
   1. Have not met yet since last meeting
   2. Nothing to report
6. Report of the Graduate Council – Steve Schreiner
   1. Moving forward with AdHoc committee on Graduate Assistantships
      1. Goal of this committee is to evaluate the current status of the various forms of graduate assistantships. updating website and policies for GAs and investigation of possible policy changes
      2. The Committee has had an initial meeting and is being co-chaired by Professor Bahman Litkouhi.
7. Old Business
   1. Revised Proposed Change to the Academic Integrity Policy (see attachment)
      1. Deans have clarified the steps of academic integrity violation
      2. Motion: Approval of revised proposal
      3. Discussion:
         1. Concern with phrase about “meeting” with the student versus “communicating” with the student
         2. Request from civil engineering department (raised by Evangelia Ieronymaki) that they do not always feel comfortable meeting with the student themselves privately and would rather have another faculty member present. Discussion requested on this concern. Dean Gibson responded, and suggested that they would not want to mandate another faculty member. Dean Brower responded that meeting with the student is usually a natural step in the academic integrity process, and allows for teacher and student to make clarifications before escalating to the Dean. Evangelia added that the concern is rooted in cases when student and faculty member meet but the student denies the meeting was held.
         3. Poonam Arora clarifying that this section of the policy is intended to help faculty members and should decipher between the norm, and situational
         4. Jeff Cherubini suggests change wording from “discuss” for faculty members to “clarify” with the student, whether that be an actual meeting or not
         5. General acknowledgement that this relatively new policy has been working well and the caution here is to make sure that faculty are comfortable brining academic integrity issues forward.
      4. Friendly Amendment to the motion: To change wording from “discuss” to “communicate with the student(s) about the situation...” Also, sentence structure changes.
         1. Friendly Amendment Approved by Dean Gibson as Dean representative
      5. Sarah Wacker wanted to make sure that the policy steps do not prevent faculty from adjusting or moving the steps around if necessary
      6. This policy has provided more faculty members with the comfort to report violations
         1. Policy has created the intended consequences
      7. Final Motion: To implement new modifications to wording
      8. Vote: Approved
      9. Resolution: Revised Proposed Change to the Academic Integrity Policy is approved.
8. New Business
   1. Planning to return to normal for fall 2021
      1. Block (Class) Schedule Returns to normal times
      2. Remote and Hyflex classes are not offered
      3. Even though we move forward with these plans, will be ready to react for any major changes to the pandemic
      4. Administration needs to move forward with these plans now.
      5. The registrar has received questions about the mode of summer courses – this will be announced soon.
   2. Evangelia Ieronymaki said her department shares concerns from faculty members that students have been requesting different times for final exams and an increasing frequency due to using Monday through Friday for exam scheduling – e.g. the student has three exams in one day.
      1. The Registrar clarified that Saturdays are available for exams – they are typically used for faculty who have two or more sections of the same course. Saturday exam date is still in play when it comes to spring finals.
9. Meeting adjourned at 4:21pm
10. The next meeting is scheduled for March 2, 2021 at 3:30 pm.