



## MEMORANDUM

Date: May 12, 2014

To: Delano Gray  
Chair Faculty Senate

From: Valerie George  
Chair Academic Policies and Personnel Committee (APPC)

Subject: APPC Year End Report 2013-2014

This was a very productive year for the APPC. The committee had 8 meetings, the first Wednesday morning of every month, September -April.

I would like to extend my sincere thanks to all the participating committee members and in particular acknowledge Adis Beesting for serving as our secretary and providing the committee with excellence in recording and reporting the notes of each meeting.

### **Members\*:**

Valerie George (Chair, Public Health)	Adis Beesting (Secretary, Library)
M. O. Thirunarayanan (Education)	Ellen Cohn (A & S)
Frederick Blevens (Journalism)	Oren Maxwell (A & S)
Gustavo Roig (Engineering)	Clifford Perry (Business)
Pablo Simon (Hospitality)	Sharon Simon (CHNS)
Barbara Watts (CARTA)	

\*There was no representative from the college of medicine

This report summarizes the APPC's work this year, major areas of discussion included:

1. Student Academic Misconduct
2. Faculty Governance Survey
3. Update and Discussion regarding On-line Publishing
4. Review of Tenure and Promotion Guidelines
5. Student Retention and Graduation Rates
6. On-line Course at FIU
7. Administrative Issues

### **1. Student Academic Misconduct**

APPC supported the creation of an Ad Hoc Committee on Student Academic Misconduct. The aim of this committee was to review the current policies and procedures regarding academic misconduct and propose revisions which when approved would be posted on the FIU website.

**Outcome:** At this time the Ad Hoc Committee has submitted a proposal to the FIU Faculty Senate that this committee be named the FIU Academic Integrity Committee and be a standing committee in the Faculty Senate. This committee also submitted a revision of the current policies and procedures for academic misconduct.

### **2. Faculty Governance Survey**

In the fall of 2013, a Faculty Governance Survey (10 questions) was developed to help the APPC learn more about if faculty governance policies in individual units are being put into practice.

**Outcome:** The following motion was sent to the Faculty Senate in April 2014:  
“The Faculty Senate approves the Governance Survey as presented by the APPC”

The committee is waiting for a response from the Chair of the Faculty Senate.

### **3. Update and Discussion Regarding On-Line Publishing**

In December, Stephanie Brenenson (FIU Graduate Studies Librarian) gave a presentation on the current state of on-line publishing including the scope (in 2011, 50% of scientific journals were published on-line), quality of on-line publishing as well as the financial implications.

**Outcome:** This information was important for future discussions on the implications of on-line publications to faculty and students and to the review of the T & P Guidelines.

### **4. Review of Tenure and Promotion (T & P) Guidelines**

In the fall of 2013, the APPC received a request to review the T & P Guidelines

**Outcome:** Individual members of the APPC were responsible for review of specific sections of the T & P Guidelines and then there was a committee wide discussion of the entire document. A major suggestion of the APPC was that each unit develops a comprehensive rubric to assess the candidate's outcomes in Teaching and Research. All edits and comments were sent to the Faculty Senate Steering Committee.

**5. Student Retention and Graduation Rates**In February, Doug Robertson, Dean of Undergraduate Education, provided an excellent update regarding efforts to improve student retention and graduation rates based on the *Graduation Success Initiative* (GSI) approach.

**Outcome:** Overall, the GSI has been successful and shows promise for the future with 4 year graduation rate going from 15%-27%.

### **6. On-line Course at FIU**

In March, Dr. Susan Clemmons provided an overview of the current situation regarding on-line courses at FIU (35% of courses take at FOU are now online).

**Outcome:** Susan provided the following information:

- Online programs do not have different CIP codes, but new courses & new graduate programs must go through the Curriculum process to approve online programs. CIP codes speak to the content of the program not the delivery option.
- Existing undergraduate programs being converted to fully online programs do not currently have to go through the curriculum review process. This policy may require review by the Undergraduate Council & the Curriculum Committee.
- This BOG sees both online & face to face as the same program. This policy needs clarification & broader dissemination.
- In the next few years, FIU Online will support faculty in more ways in order to create better course (teaching & student) experiences.
- Digital Instructors (DI) now include seven faculty members in the College of Arts & Sciences hired to assist in online courses. DI are hired by the Unit, not by FIU Online.
- Complete Florida encourages students that have previously attended a Florida University to complete their degrees online.

## **7. Administrative Issues**

At the April meeting, Elizabeth Bejar, V. P. and Dr. Kevin Couglin, Registrar

**Outcome:**

- Reminder of the BOG-FIU Regulations on Book Reselling
- Update on the “Ability to carry a firearm” and change to Student Code of Conduct to comply with the Florida Statute.
- Notification of catalog course purge of courses not taught in the last five years
- Information on the development of a Content Manager System by the Registrar’s Office

## **Suggested Issues and Items to Address 2014-2015**

- Moving forward in the process to implement the Faculty Governance Survey
- More discussion on the “Future of Online Programs and Online Teaching” at FIU and the evaluation of this effort.
- Status of managing student course evaluation off and on-line, review of response rates and concerns over anonymity.
- Discussion of Proposed Calendar Draft of 2015-2016 & 2016 -2017.
- Review Curriculum Process to see what Academic Policies need to be revised.
- Review Committee Polices & Procedures & Bylaws
- Decision related to providing a library contact be included in each syllabus and hyperlinked in electronically posted syllabi