

Committee on Academic Policies and Procedures

Report 2021-2022

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The Committee received no proposals during the past academic year, and so, apart from a few communications from the chair to the committee membership, did not meet.

During the Spring semester I was assigned by Council to sit on the President's Policy Review Working Group. That group (Nancy Bessette, Chris DaCosta, Tamecka Hardmon, Darcy Dubois (co-chair), Harper Happy (co-chair), Kim Dumpson (owner)) met at least once weekly to address policy as it related to student enrollment and retention.

My role was to advise and observe, and I was able to make clear to all members of the group that any policy changes coming from that group would need to go through established procedures and be considered and approved by CAPP and Council before being adopted by the college.

The group planned to present recommendations to the President in May. It is unclear whether this has happened, but I'm staying in contact with the *de facto* chair (Darcy Dubois) for updates.

At our last meeting the group agreed on several recommendations related to academic policies. Here is a *precis*.

1. Revisiting the W policy
 - a. number of W allowed
 - b. Process for W (both course and college)
2. Create official leave of absence policy for students
3. Review policy development/approval process, specifically consider including Financial Aid and IT on CAPP
4. Improved annual training for academic advisors—improved communication of policy to advisors
5. Revisit Drop/Add period (simplify)
6. Clean up website RE policies—eliminate contradictory information

Again, none of these are actual policy proposals at this point. The process discussed in the group made it clear that the groups charge was to make recommendations, and that the president would decide which, if any, to bring to CAPP and Council as proposed changes/additions to MAPP. My own view is that Council might seriously consider number 3, above, to do discuss/act on regardless of any presidential action.

Finally, the group made other recommendations that are not directly related to academic policy, including, staffing in Records and Financial Aid, the creation of an enrolment verification process/policy, and changes to the travel policy—especially RE the establishment of cash advances for staff travelling on college business.