

# ACADEMIC COUNCIL BOARD

January 28, 2025

Library Tiered Classroom

2:00 p.m.

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## Minutes

**Present:** Dr. Kim Whitehead, Dr. Marty Brock, Dr. Brian Anderson, Kelly Woodford, Dr. Marty Hatton, Hillary Richardson, Dr. David Brooking, Dr. Kendall Dunkelberg, Dr. Kristy Alpe, Dr. Josh Dohmen, Shannon Lucius, Trish Caston, Jessi Jobe, Nicole Patrick, Dr. Hope Durst, Erinn Holloway

**Approval of the November 2024 Minutes** – Trish Caston motioned to move the minutes as presented. Kelly Woodford seconded that motion and Academic Council approved the minutes as presented.

**Adding Unauthorized Use of AI to Academic Integrity Reports** – After a request to Academic Affairs that the topic be placed on the agenda, Dr. Whitehead opened a conversation about adding unauthorized use of AI to Academic Integrity Reports. Currently, the Professor is responsible for making it known in the syllabus what is authorized or unauthorized with AI in their class. It was mentioned that Maxient has a description box where you can add that the student used AI to cheat/falsify. However, there are some Professors who encourage the use of AI. The Council Board decided to table adding unauthorized use of AI to Academic Integrity Reports and revisit during February's meeting. Dr. Whitehead encouraged the group to discuss with their units.

**International Student Assistance** – Dr. Anderson shared the possible need of extra resources for international students if their status is ever questioned. Having an emergency number, emergency contact card, or a letter from the University that they are in good standing were all mentioned. Jessi Jobe commented that all international students are sent an email when they are admitted, which instructs them to carry their Passport, I-20, or Student ID Card with them at all times. Additionally, they are sent an electronic copy of their I-20.

## **Policy Statements:**

- **Student Location Policy**

Dr. Hatton made a motion to edit the entire second to last paragraph in the policy to read, “The state provided by the student at the time of admission is defined by MUW as “State Location” unless changed in the University’s Student Information system (Banner) by the student once admitted.” Dr. Larmon made a motion to add “who has declared a major” after “to each admitted student” in the very last paragraph of the policy. Trish Caston made a motion to add the word “Policy” in front of the word “Definitions” to read, “#2 Policy Definitions”. Dr. Whitehead made a motion to edit the number format of the policy making “#1 Policy Statement and Scope”, “#2 Policy Definitions”, “#3 NC-SARA (State Authorization Reciprocity Agreement)”, and “#4 U.S. Department of Education Professional Licensure Requirement”. MS-SARA will be defined in #1 per Directors’ Council request. Trish Caston motioned to approve the edits as presented. Dr. Dohmen seconded the motion and Academic Council recommended the changes.

- **Professional Licensure Disclosure Policy**

Dr. Hatton made a motion to add “in order to enroll in the program” to the end of letter b in #1. Trish Caston made a motion to add the word “Policy” in front of “Definitions” on #2. Dr. Larmon made a motion to change the word “accepted” to “eligible” on #3a. Dr. Larmon made another motion to change the beginning of #3b.(i) to read, “The enrolled student who has declared an Applicable Educational Program changes their State Location as identified in Banner to state where the Applicable Educational Program does not meet licensure requirements,”. Dr. Hatton motioned to approve the edits as presented. Erinn Holloway seconded the motion and Academic Council recommended the changes.

## **Announcements:**

- University Relations is working on a draft email to send campus-wide regarding the temporary pause on federal financial assistance programs.

## **Adjournment:**

Following a motion by Dr. Brock and a second by Erinn Holloway, the meeting was adjourned.