

ANNUAL REPORT

*ACADEMIC AND STUDENT
AFFAIRS COMMITTEE*

**University of North Alabama
Florence, Alabama**

Dr. Andrew Potter _____

Committee Chair



June 13, 2023 _____

Date submitted

Submitted to: **Dr. Kristy Oden** _____

Chair, Shared Governance Executive Committee

UNIVERSITY OF NORTH ALABAMA

ASA COMMITTEE ANNUAL REPORT

2022-2023

I. Executive Summary

During the 2022-2023 academic year the the Academic and Student Affairs Committee reviewed and made recommendations for several UNA policies. These include the Copyright Policy, Free Speech and Assembly Policy, Freshman Live-on Policy, Public Complaint Policy, Student Complaint Process, and Student Organization Certification Policy. The committee also reviewed and approved Student Immunization Requirements. Ms. Jocelyn Wright was elected to serve as co-chair of the ASA committee for 2023-2024.

II. The Committee's Charge (from the Shared Governance Document)

1. To originate, review, recommend, and report in the following areas:
 - a. Academic and/or Student Affairs policies and issues as received from the Shared Governance Executive Committee (SGEC)
 - b. Student recruitment, retention, and admission
2. To communicate its deliberations and findings through the Provost & Executive VPAA to the President, and after discussion with the President, to the university community
3. To handle any proposals the committee may make affecting university policy according to section C.2 "Shared Governance Procedure for Policy Change Recommendations."
4. To submit a final written report electronically by the first day of the fall semester to the Provost and Executive Vice President for Academic Affairs with a copy sent to the Chair of the SGEC

III. The Committee met on the following dates:

9/27/2022

4/25/2023 (via e-business)

IV. What were the Committee's actions and accomplishments this year relative to each of the items of the charge?

- Elected Ms. Jocelyn Wright to serve as co-chair of the committee.

- As part of work assigned by the Shared Governance Executive Committee the group reviewed and made recommendations for the following policies:
 - **Copyright Policy** – After discussion, the committee approved a recommendation to send the Copyright Policy for review by University General Counsel to include information on Fair Use and Open Education Resources (OER).
 - **Free Speech and Assembly Policy** –During discussion, Dr. White noted that the Vice President for Student Affairs is responsible for reviewing this policy every four years and that her office would be doing so. She said she will work with the University General Counsel to ensure the policy follows best practice and current caselaw. The committee approved the recommendation that the policy be returned to the VPSA for review by the appropriate entities.
 - **Freshman Live-on Policy** – The committee discussed and made a recommendation to refer the policy to VPSA for review and updating of language to reflect current University departments, programs, and titles.
 - **Public Complaint Policy** – The committee discussed and made a recommendation that language regarding university titles be updated and the policy sent to the Executive Council and SGEC for review and possible revision.
 - **Student Complaint Process** – The committee discussed and made a recommendation that Student Affairs review the policy and update the language to reflect appropriate University titles.
 - **Student Organization Certification Policy** – The committee discussed and approved a recommendation that this document be archived. Student Engagement is also working to update the current procedure.
- The committee also reviewed Student Immunization Requirements, and upon a motion by Dr. Baird and a second by Dr. Jacques, approved the revisions as written.
- In April the Academic & Student Affairs Committee received a recommendation from University General Counsel to revise the Copyright Policy into two separate policies. Upon review, the committee voted to approve the recommendation. The SGEC was informed of the committee’s decision.

V. What were the Committee’s formal recommendations?

1. That the Copyright Policy be sent to by University General Counsel for review, and upon receiving and reviewing recommendations back from General Counsel, that these recommendations be approved.
2. That the Free Speech and Assembly Policy be referred to the VPSA for review by the appropriate entities.
3. That the Freshman Live-on Policy be referred to VPSA for review and updating of language to reflect current University departments, programs, and titles.

4. That the Public Complaint Policy language regarding University titles be updated and the policy sent to the Executive Council and SGEC for possible revision and review.
5. That the Student Complaint Process be referred to Student Affairs for review and update of the language to reflect appropriate University titles.
6. That the Student Organization Certification Policy document be archived. Student Engagement is also working to update the current procedure.

VI. What does the Committee plan to accomplish

A. In the coming year?

Under the direction of the in-coming chair, Ms. Jocelyn Wright, the committee will continue to meet regarding Academic and Student Affairs issues as they arise and are presented to the committee for consideration.

B. In future years?

The committee will continue to serve to resolve and/or make recommendations regarding Academic and Student Affairs issues as they arise.

VII. What are the Committee's weaknesses?

It has been previously noted that the committee lacks in business to address. I do not know whether this is because there is in fact little business falling within its scope, or whether there are issues it should be addressed by the committee but do not find their way to its attention.

A. What can the Shared Governance Committee help you do to address the weaknesses?

Assure that any business within scope of the committee is directed to its attention.

VIII. Comments