

Academic Affairs Committee
Minutes – March 7, 2025
9:00 am McMullin Lecture Hall (D200)

Voting Members: Tina Bradley, Eddie Dry, Jill Roach, Jordan Shelby, April Woods, Sadie Quick

Non-voting members: Jessica Clanton, Robert Shurley

Non-voting attendees: Provost/VCAA, Academic & Non-academic department heads/directors

1. Call to order: 9:00 am
2. Old Business
 - a. Minutes from the previous meeting Approved
 - b. Update on the status of the Syllabus Revision Proposal submitted in November 2024 The revision was approved last week and will be ready for summer courses. Links to specific sections have been added rather than having them each listed in the syllabus. This allows changes to be made in one location.
3. New Business items:
 - a. Update from the AI Workgroup:
 - i. AI detection revision to student handbook academic appeal and grievance procedure. Revision has been approved and is in the process of being added to the catalog.
 - ii. AI guidebook review In the process of being revised. Repetitive language has been removed, and definitions have been moved to the terminology section at the beginning of the guidebook. Blueprints have been divided into 3 sections and samples have been added to the appendix. Revisions in the Academic Appeal and Grievance statement have been approved by the AI Workgroup. They have asked members of Academic Affairs to read through the revisions in the link above and contact Jessica if there are any concerns. When this step is finished, she will send them to the Faculty and Staff Senate for approval.
 - iii. Student Survey results and AI syllabus statement 124 student responses to the survey. Students want to know clear guidelines for the appropriate use of AI. A few students stated that they love us in their open response question.
 1. Proposal from AI Workgroup regarding AI syllabus statement The proposal was approved through Academic Affairs which will require faculty to include an AI statement in their syllabi that clearly states the permissible use of AI in their classroom, expectations for proper citation, and consequences of misuse.

- b. Discussion item – A request to look at the possibility of adjusting the [ASUMH Accuplacer Testing minimum requirement writing score](#) for placement into Composition (Whitney Rogers) The MHHS Career Coaches are requesting a change in the placement score requirement for Writing. At 260, we have the highest requirement in the state. They are requesting a change from 260 to 255. Robert will discuss this further with his faculty before they send a proposal to the Curriculum Committee.
 - c. Open floor for any other notification items Jessica Clanton shared the flyer for the new STEM Pathway. Robert sent many thanks to Whitney and Jodi for helping them connect with the STEM instructors at MHHS to share information about the new pathway.
4. Adjourn: 9:42 am