

**Meeting of the Villanova University
Academic Policy Committee**

Wednesday, October 2, 2019
11:00 - 12:30 AM
Fedigan Room (SAC 400)

Minutes

Present: Jennifer Altamuro, Matt Clarkin, Scott Dressler, Marylu Hill, Stephanie Katz, Matt Kerbel (for Craig Wheeland), Christopher Kilby (chair), Adele Lindenmeyr, Eric Lomazoff, Bette Mariani, Wen Mao (for Joyce Russell), Stephen Napier, Christine Kelleher Palus, Lesley Perry, Elizabeth Petit de Mange (by phone), Michael Posner, John Shindelar, Ani Ural, Andrea Welker, Randy Weinstein

Absent: Sherry Burrell (NIA), Kathy Byrnes, Stacey Havlik (NIA), Zuyi (Jacky) Huang, Stefanie Knauss (NIA), Rory Kramer (NIA), Javad Siah

Administrative Items

- 1) Eric Lomazoff volunteered to take notes.
- 2) Minutes for 9/18/2019 approved as corrected with no negative votes and three abstentions.

Business, Old and New

3) Working Group on University Shop Proposal:

Matt Hager and Rachel Maciag of Follett presented Included Access, Follett's proposal for including the cost of textbooks in tuition. According to the presentation, students could save up to 30% versus buying all their text through Follett at current prices. The projected cost is \$27 per credit hour excluding the Law School courses (~ \$475 per student per term) and \$28 per credit hour including the Law School (~\$500 per student per term; Law School texts currently average \$1300 per term if purchased through Follett). The billing structure at the student level (e.g., a flat fee for all students versus charging each student per credit hour; the treatment of part-time students and MA/PhD students) would be up to Villanova. This cost projection assumes many books would be rentals; the cost would rise if instructors require that all books be purchased. Perhaps the largest benefit would be to reduce student stress during the early part of the semester; instead of students shopping for books, a book list generated via course registration would be used to automatically place and ship each student's "order." According to Follett's calculations, 35% of the books required for Villanova courses are currently purchased from Follett; students either get the rest from other sources or do without. Under Included, no student would have to do without required texts. Included is ready for roll-out Fall 2020 if the university chooses to move forward. Follett presented positive experiences at Old Dominion University (Norfolk, VA) and Xavier University (Cincinnati, OH), including an informational video.

While some APC members voiced their appreciation of certain aspects of the proposed program, many pointed out that the true net savings (or added net cost) to the students of

IncludedED could not be determined with the information Follett provided. Rather, that would require information about students' current costs and how frequently students go without instructional material that would have been beneficial to them.

Follett representatives answered a series of questions. *How would IncludedED handle students changing courses during the first week of the semester?* Physical books could be exchanged for new texts, provided the books had not suffered damage beyond being unwrapped. *Would faculty feel the effects of this program?* Faculty would be minimally affected, but prices for students could rise if (for example) faculty chose to increase the number of textbooks assigned or insist on more expensive options. *How stable is the \$27 figure quoted?* Prices would be reevaluated annually.

Follett's presentation included a breakdown of projected IncludedED costs across the university. This showed a wide range so that the one price policy would effectively create a large transfer from the typical CLAS major to majors in VSB, COE, and CON. Issues of access were also discussed. While students would not have to make do without instructional materials, they would potentially accumulate larger student debts. Until Villanova meets 100% of need, this added cost could negatively impact poorer students and their families and create additional challenges in meeting diversity goals regarding recruitment and retention. A suggestion was made that if the University has identified a pressing problem with some students' access to instructional materials, it would be preferable to address that narrower problem directly rather than redesign the entire system in ways that many students and parents may well find financially objectionable.

Matt Kerbel noted that the program, as currently designed, does not include an opt-out of any sort. Scott Dressler and Stephanie Katz, both members of the Working Group on the University Shop Proposal, confirmed that Follett's presentation at this meeting was consistent with those made earlier.

4) Specificity of Office of Disability Services (ODS) accommodation letters

Eric Lomazoff, who will chair the Add/Drop subcommittee going forward, reported that the subcommittee would branch out and address this issue as well as monitoring the pilot of the course preview policy. Eric noted that Learning Support Services (LSS) letters also fall under this heading.

New Business:

4) Learning Support Services, Note Taking Express, Inc. & recording of classes without faculty consent

The Add/Drop subcommittee will address this issue as well. Recent LSS letters that indicate a notetaking accommodation state that the student will record the class and email those recordings to the vendor "Note Taking Express, Inc." This presumes that students may record audio and video of class without the instructor's consent. Last year, some faculty raised concerns about students recording classes without permission (for a host of reasons)

and FRRC discussed the issue with university legal counsel. Christopher suggested the subcommittee may want to work with FRRC.

Thanks to Eric for excellent notes!

Post meeting notes:

Bette Mariani was a guest at this meeting; she will start as the CON Dean-Delegate in 2020.

Subcommittee assignments:

Add/Drop:

Eric Lomazoff (Chair), Kathy Byrnes, Matt Clarkin, Stef Katz, Ani Ural

CATS:

Rory Kramer (Chair), Sherry Burrell, Suzanne Clain, Stacey Havlik, Stefanie Knauss, Michael Posner

Outside of College Programs:

Christopher Kilby (Chair), Marylu Hill, Jacky Huang, Stephen Napier, Christine Palus, Javad Saih, John Shindelar

Student Course Load:

Scott Dressler (Chair), Jennifer Altamuro, Matt Clarkin, Lizzi Greco, Adele Lindenmeyr, Lesley Perry, Andrea Welker