

**UNDERGRADUATE ACADEMIC AFFAIRS COMMITTEE
MEETING MINUTES
JULY 20, 2020**

The committee met to discuss recommendations to be forwarded to the Provost's COVID Task Force regarding the use of paper and remote teaching. Regarding the use of paper, it is recommended that faculty consider limiting the use of paper and CTRs should be fully online. It is also recommended that cameras should be utilized while in class and for exams, though the faculty would have discretion on how the cameras would be used. A concern raised is how to support students who don't have the bandwidth to support the use of cameras. There was additional discussion over the use of tools to prevent student cheating. To that regard, it is recommended that a forum be offered for faculty to share best practices on administering exams and other modes of assessment and to dissuade cheating by clearly spelling out policies and procedures and having students sign an honor code. All issues regarding the use of cameras should be announced early in the semester. As for attendance, there needs to be clear communication between the students and faculty regarding absences, especially for health reasons. It is recommended that the withdrawal date be moved to the end of the semester as it was in the spring. There also needs to be uniform language regarding COVID-19 implications. These recommendations are to be presented to the COVID-19 Task Force.

Prepared by Kevin Boston-Hill, UAAC Chairman