

Faculty Senate Academic Affairs Committee
Minutes—Sept. 27, 2018

Present (voting): Wendy Cook, Janet Finke, Jackie Krause, Dan Lipori, Megan Matheson, Josh Welsh

Absent (voting): Ke Zhong

Present (non-voting): Lindsey Brown, Eric Foch, Gail Mackin, Julia Stringfellow

Absent (non-voting): none

Guests: Walter Szeliga

The meeting was called to order at 3:30 p.m. Committee members introduced themselves. Minutes of May 25, 2018 were approved as written.

Chair updates

None from 2017-18; none for 2018-19.

Old Business

a. Admissions Policy Updates & Task Force Report

Walter discussed changes to the Admissions policy and procedure. These changes were drafted over the summer by the Admissions Task force, which was specially created to examine and correct a misalignment between language in our policies and the WAC. Task force membership included three representatives from AAC, in addition to representatives from the EC and from Enrollment Management. Retention rates across different categories were reviewed as well. The president's office worked on removing admissions criteria from the WAC. No other state university has admissions criteria included in the WAC. The WAC is essentially our procedure for the state's policy, so there is no need to include it.

The task force also provided a report containing a rationale statement for the policy and procedure changes. The report summarizes changes made over the summer, in addition to creating a table of four broad admissions categories. Removal of the WAC is a significant change. Another is changing terminology from "essay" to "personal statement." The real issue with this was that print and online versions of application forms differed. Some said an essay was required, while others didn't. Additionally, if in an essay students disclosed previous abuse that occurred before age 18, we could be liable for not reporting that abuse if the essay went unread.

Other changes surround the issue of the comprehensive review process. For a range of SAT scores falling below a certain cut-off score, a comprehensive review will now be required. This process will look at certain factors to get a better picture of the student's high school academic performance and probability for success in college. These factors include high school courses and difficulty courses, patterns of grades, and grade trends through high school. As part of the comprehensive review process, a personal statement is now required from students whose

GPA falls into the range of 2.0 – 2.49. The average number of freshman applicants per year is 10,000. While the total amount of applicants falling within this category varies, it is still within the right size so that people in the Admissions office will be able to read the personal statements. If needed, faculty can be brought in to read personal statements as well. A rubric exists to help identify what people are looking for when reading.

SAT scores and personal statements are not needed from students who have GPAs of 3.0 and above. These students are 85% more likely to graduate, so that is the most important information we need. However, SAT and/or ACT scores are used for placement. It may be easier to say that all first-year applicants need to have a standardized test score.

Another change removed specific reference to CADR's. The WASAC document lists explicitly what classes are required. Because of this, the task force felt it made more sense to take out mention of the CADR's and reference the WASAC elsewhere in the document, especially because it changes frequently. This avoids having to make changes to the policy whenever the CADR's change. Additionally, in the policy document, numbers 7 and 8 will need to be re-numbered to 13 and 14 and moved to the correct place. If they are left as 7 and 8 everything else will need to be re-numbered to correspond.

Lindsey questioned new language about the Admissions Appeals Committee. Clarifying language may need to be added to indicate that their decision is final. Walter worked with Sharon O'Hare to draft this language to be sure it reflects what actually occurs. The decision was made to not change make changes.

Changes to CWUP 5-90-20 Undergrad Admissions were voted and approved. Changes to CWUR 2-90-020 were voted and approved.

New Business

a. Committee Charges

Charges for the 2018-19 academic year were reviewed and discussed. Charge 01 involves consideration of establishing a new permanent meeting time effective Fall 2019. The EC is also requesting consideration of a different meeting time for 2018-19. Typically AAC and Curriculum Committee meetings are scheduled on Thursdays, at the same time on opposing weeks. During winter quarter, Curriculum Committee meets every week on Thursdays from 3:00 to 5:00 p.m. This creates a conflict because the Faculty Senate chair is unable to attend both AAC and Curriculum Committee meetings when needed. Conflicts may also arise for the Associate Provosts or other administrators who need to attend both meetings. This charge will be discussed further at today's meeting. Gail will email Bernadette to find out if she can attend Curriculum Committee meetings this year and next; Walter will check with EC.

Charge 02 addresses changes to the Admissions policy and procedure. This has already been reviewed, voted, and approved at today's meeting.

Charge 03 concerns placement testing for students prior to orientation. CWUP 5-90-040(39) covers required assessments, so policy already exists; it just needs to be strengthened and procedure needs to be added. We still don't have a good sense of how many students need to

have placement testing. Many students are not taking placement tests until their second or third year, and because of this are delaying certain classes. Additionally, we don't want to add policy language that may potentially impact resources. Megan will work with Gail on drafting some initial language for this charge. Lindsey indicated John Mounsey would be a good contact.

Remaining charges are due in April 2019. Eric addressed Charge 12, which concerns commencement policy and procedure as it relates to students who graduate in summer or fall. The ASCWU student representative would like this to be a priority for fall quarter. Lindsey indicated this issue comes up every year. Students who graduate in summer can walk in either ceremony, but students who graduate in fall have to wait until the following spring to walk. This affects students who are in an internship or student teaching. Janet proposed having a student come to speak about their perspective on the issue. Lindsey will get some numbers on fall graduates. Eric will invite the ASCWU student representative to the next meeting.

Charge 04 can be combined with Charge 03. Gail and Megan will work on this.

Gail addressed Charge 05. There was a change in the way fees were supposed to be collected, which resulted in a change in the intent of the policy and the way it was enacted. Lindsey indicated tuition is now assessed in a new way based on campus rather than classes, but there is nothing to prevent students from changing their campus. The registrar's office has a policy and procedure but it needs to be reviewed before being put into place. Gail will work on this.

Charge 06 covers the Academic Appeals policy. This is a charge from last year that was never completed.

Charge 07 addresses the issue of mandatory midterm feedback. This was discussed quite a bit last year. No final decisions were made, although some policy language was drafted. Julia will work on this.

Charge 08 concerns the Class Attendance and Participation policy, which was discussed at length last year. Gail indicated if we have a means by which we can take attendance, then Lindsey has something ready. It may be possible to do a soft launch this fall. Lindsey will take this on.

Charge 09 involves revisions to the warning/probation/suspension policy & procedure. Gail has received some information about students on suspension, and Bill Shafer from Student Success is going to gather more information on what happens from there. Hopefully this will help create a clearer picture of the processes involved so that our committee will know how to proceed with this charge.

Charge 10 addresses revisions to the Academic Dishonesty Policy, with the intent of clarifying the process overall, as well as clarifying the process for appeals. This is a charge from last year that was not completed.

Charge 11 concerns plagiarism and connects to Charge 10.

Charge 13 addresses the need for a policy for placing, communicating, and managing holds on students account. Jason White would be a good contact for this as he can answer questions about types of holds and where they can come from. The Registrar's office has no

criteria for why or when a department can place a hold so something to go on is needed in order to streamline the process. Exploratory Advising is trying to come up with a rubric for each hold, which would define what a student needs to do. Additionally, holds are considered punitive, so a different approach may be needed.

Charge 14 is applicable if the new Gen Ed program is approved at the October 31 Faculty Senate meeting.

Charge 15 involves reviewing the committee procedures manual and updating as required.

b. Meeting time for 2018-19

Discussion of a new meeting time for 2018-19 will continue at the next meeting.

c. Foreign language requirements for Post-Bacc and AS-T degree students

Lindsey briefly addressed new concerns surrounding recent changes to the Foreign Language policy. When the foreign language requirement was changed from a Gen Ed requirement to a graduation requirement, it was not addressed for post-bacc students. While they already have a degree, and theoretically have already satisfied the foreign language requirement, that is not mentioned anywhere in the policy. Lindsey would like to change the recently updated language so it specifically states that post-bacc students do not have to complete Gen Ed or foreign language requirements for graduation.

Discussion will continue at next meeting. The commencement policy and Charge 03 will also be discussed.

Meeting adjourned at 5:00 p.m.

Next Meeting:

Oct. 11, 2018

Barge 304