

*Faculty Senate Academic Affairs Committee  
Minutes—Nov. 8, 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

Absent (non-voting): Gail Mackin, Julia Stringfellow

Guests: Claire-Anne Grepo, Cassie Hill, Todd Shiver, Kelly Simpson

Meeting was called to order at 3:33 p.m. Minutes of October 25, 2018 were approved as amended.

*Chair updates*

Next week Janet is going to watch a webinar in Gail's office. The topic is improving probation, retention, dismissal, and reinstatement policies.

Janet had an email exchange with Amy about this policy. The students are eager to see changes underway. A few students will be attending today's meeting to share their thoughts and address the impacts of the current policy.

*Old Business*

a. Commencement policy change affecting students graduating fall quarter (Charge 18-19.12)

Students Claire-Anne Grepo, Kelly Simpson, and Cassie Hill discussed impacts of the current policy. Many students in education majors are in a position where they will be done with courses and ready to graduate in spring, but will be doing student teaching in fall. These students are not allowed to walk in the spring commencement ceremony with their graduating class, even though they have enough credits to graduate and walk. Instead they are required to wait until the following spring to walk. Because student teaching can't be done during the summer, an exception should be put in place for these students so that they don't have to delay commencement participation by an entire year. Graduating and then coming back a year later to walk isn't feasible for most students, and doesn't carry the same significance. This also applies to students in other majors, and to students who have internships in fall, so many other students are going to be in this position too.

Todd agreed that it's typical for education students to finish up credits in spring and then do student teaching in fall. Education majors have more credits that are added for certification, and these students take more credits than students in other majors. Student teaching in fall is typically a better experience because students are able to see the beginning of the year as opposed to the end. However, education students are somewhat singled out and penalized with the policy. Todd indicated he would support initiating policy change now.

Lindsey indicated there is a loophole in that education students can come back to do student teaching as post-bacc students, but this can create financial issues. Post-bacc students are able to receive federal loans up to a specific cap, but they cannot receive grants and other types of federal aid. Another problem is that making exceptions for one student group leads to the possibility of making exceptions for many others. While exceptions are made at times for individual students, they are made in extreme situations; for example, when a parent is being deported, or a family member is terminally ill. Changes to the policy would cause issues with honors as well. There are additional concerns about adding the numbers of fall graduates to spring graduates because we don't have the space. This change would create logistical issues with mailings, with application deadlines, and with commencement

program printing deadlines. The deadline for summer graduation and commencement is in March; the spring deadline is in January. At that time, students would need to be certain that they had an internship lined up for fall, and they would need to be certain that it couldn't be completed sooner. Claire-Anne questioned if there could be something added to the application so that when students apply, they have the option of indicating whether an internship or student teaching is pending.

Figuring out some language will be the next steps. Students have to apply for graduation by the end of the change of schedule period prior to the quarter for graduation so they would need to know about an internship by that point. The fall students would need to be identified by January and need to have the same deadlines as spring graduates. Students who are student teaching would know about that assignment by January. However, this would complicate things for the registrar's office because it would make it difficult to confirm that students are on-track. Only currently enrolled classes can be viewed, so the registrar's office wouldn't be able to see what classes students would need, or would be in, for fall. Additional sign-off from an advisor should be required to prevent a blanket exception for everyone. Currently any exceptions for commencement have to be in the form of a letter explaining the situation and providing documentation. These have to be reviewed manually on an individual basis. Only two exceptions were approved last year. Having it done by petition would have the least impact, but it would be more work. Lindsey indicated she would prefer that it's not just the registrar making the decision. Any procedure language would need to specify who will make the decision.

A new (E) was added to the policy to read:

Candidates who are completing student teaching or a full time internship in them all may petition the commencement committee with the approval of the major advisor and Dean to participate in spring commencement. Petitions must be submitted to registrar services on or before the graduation application deadline for summer quarter."

Sections F-H were renumbered accordingly. Changes were approved.

New procedure language was created as follows:

- A. No procedures
- B. Students will be sent commencement information and have the ability to register online.
- C. No procedures
- D. Students must apply through MyCWU or by using the form from Registrar Services.
- E. Students submitting a petition must submit a personal statement and the required paperwork to be returned to Registrar Services
- F. No procedures
- G. No procedures
- H. No procedure

New procedure language was approved.

#### *New Business*

- a. Service campus concerns (Charge 18-19.05)  
To be discussed at an upcoming meeting.
  
- b. Revisions to academic appeals policy/procedure (Charge 18-19.06)  
To be discussed at an upcoming meeting.
  
- c. Graduate policies  
To be discussed at an upcoming meeting.

Meeting adjourned at 4:58 p.m.

Next Meeting: November 29, 2018, Barge 304