

Faculty Senate Academic Affairs Committee
Minutes—February 21, 2019

Present (voting): Janet Finke, Jackie Krause, Dan Lipori, Ke Zhong
Present (non-voting): Eric Foch, Julia Stringfellow, Walter Szeliga
Absent (voting): Wendy Cook, Megan Matheson, Andy Piascek, Josh Welsh
Absent (non-voting): Gail Mackin
Guests: Todd Shiver, Rose Spodobalski-Brower

Meeting was called to order at 3:33 p.m. Minutes of January 24, 2019 were approved as written.

Chair Updates

Four AAC policies were on the February 6 Faculty Senate meeting agenda. The service campus policy was postponed but hopefully will be approved at the spring UPAC meeting. Delaying the policy until the next UPAC meeting means it will go into effect in the upcoming academic year. This makes it possible to avoid causing problems for students who are enrolled this year.

The Credit/No-credit policy passed but a change was made on the senate floor to move the withdrawal deadline from the sixth week of enrollment to the seventh week. The policy addressing required assessment activities was returned again, this time due to concerns about BAS students.

A registrar search committee has been put together and hopes to have the search finished by July.

Old Business

a. Revisions to CWUP 5-90-40(39) to include BAS students
To be discussed at an upcoming meeting

b. Reorganization Policy

AAC worked on this policy for the last couple years. After the policy stalled at Provost Council, we tried to put the language into the faculty code but it stalled again. After that, a group including representatives from AAC, BFCC, administration, and the president got together and worked on the language. That group made some changes and included an MOU. The language in the MOU was previously in the policy, but now it has been taken out and put into the MOU. EC would like feedback from AAC on the most recent changes to the policy.

Concerns arose as to why the MOU language had been removed from the policy and put into a separate MOU. Rather than taking this approach, it might be better to do something similar to the interdisciplinary programs policy, which includes language addressing a charter that will be reviewed every three years. However, the language in the MOU addressing things AAC already does, so if something isn't working it would be returned to the anyway. If possible, the language in the MOU should be included in the policy in some other form.

Other concerns addressed language and wording throughout the policy:

(1)(A)—Suggested revision: This policy applies to the creation or reorg of units that impact the delivery of academics, and to the renaming of all academic units.”

(2)(A)&(B) – Questions about use of “should” in the third-to-last-sentence of (2)(A) and in the first sentence of (2)(B).

(2)(C) – Questions about why “president” was changed to “provost”

(3)(A) – Appears some of the list items from previous versions have been combined. The language is similar previous versions but the list used to include an item 16. In items 5, 6, and 7, suggested revisions of changing “should” to “will” and deleting “potential.” Differences between

description, rationale, and goals should also be identified, as well as impacts on students. None of these are covered in items 1-10. Impacts on faculty, staff, or student retention are not covered either. A separate bullet point should be made for this item.

(4)(A)(3)— Question about involvement of BPC unless there are monetary costs. A cost analysis should be included in the proposal; however, BPC would be looking at the bigger picture relating to the budget.

(4)(B) – Questions about timeline. Based on the present language, the process could potentially take a year or longer.

(4)(C) – Suggestion to specify who the final decision-maker is.

Walter and Eric will take the committee's feedback to EC.

c. Final Exam Schedule Revisions (Charge 18-19.16)

Concerns regarding the new final exam schedule arose at some recent Faculty Senate meetings. The new schedule creates sessions of 1 hour and 50 minutes, rather than 2 hours, to allow for a 10-minute passing time. Some departments use standardized exams or oral exams and need 2-hour sessions. Other concerns have to do with availability of time and space. Potential solutions have been discussed, including getting rid of dead day; having a half-hour passing time between exams; or scheduling exams from 7:30 a.m. though 8:00 p.m. Nothing has been officially changed, but Faculty Senate and other departments would like the committee to look at the existing policy.

The following changes were made:

Create a new section 3.b to read "the examination format (I.e. Standardized timed exam or oral exam) requires an extension of time or alternative location." Existing 3.b and 3.c will be renumbered.

An email vote will be taken due to lack of quorum at the meeting.

d. Appeals Policy/Procedure

To be discussed at an upcoming meeting

New Business

a. Commencement Participation Procedures (request from Provost)

The proposed changes essentially take decision-making from the registrar's office and give it back to faculty. The registrar's office would still give the names and honors to the commencement committee and very fall graduation for student reaching. The new changes move "commencement committee" from (6) to (4). The commencement committee will also approve regalia. Presently, no formal process exists for approving a petition. These changes still allow students who are completing an internship or student teaching during summer or the following fall to participate in the commencement ceremony. Theoretically, other students could petition as well. Additional clarification may be needed to distinguish between graduation and commencement.

These changes were approved at UPAC yesterday. We were supposed to review and discuss last week but the AAC meeting was cancelled. Changes were approved today based on the votes from members present and Josh's email vote.

b. Progress Reports

To be discussed at an upcoming meeting.

c. Non-Attendance policy

To be discussed at an upcoming meeting.

Meeting adjourned at 5:00 p.m. Next meeting Feb. 28, 2019 in Barge 304.