

Faculty Senate Academic Affairs Committee Minutes – February 28, 2019

Present (voting): Wendy Cook, Jackie Krause, Dan Lipori, Megan Matheson, Andy Piacsek, Josh Welsh, Ke Zhong

Absent (voting): Janet Finke

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

Absent (non-voting): Bill Schafer

Guests: Rose Spodobalski-Brower

Meeting was called to order at 3:33 p.m. Minutes of February 21, 2019 were approved as written.

Chair updates

None.

Old Business

a. Final Exam policy

This policy was discussed at last week's meeting, but was not voted due to lack of quorum. An email vote was attempted but only received three responses. Some additional concerns about signatures and clarifying responsibility of faculty members were brought up in the email discussion. Getting approval from the department chair and possibly the dean was addressed during the discussion last week, but no official language was written. If or when a faculty member changes their final exam time, that change needs to be finalized through academic scheduling in the registrar's office. The change also needs to be communicated to students, and it's the faculty member's responsibility to do that.

A new item 5 was added to the existing policy language to read:

Any deviations from the published exam schedule require department chair approval. The faculty member must then submit the request for the change to academic scheduling in the registrar's office. After the change is implemented, the faculty member must notify students.

The existing item 5 will be changes to 6.

All changes, including those from the Feb. 21 meeting, were approved.

b. Revisions to CWUR 5-90-40(39) to include BAS students

This policy was returned following the last Faculty Senate meeting because ITAM expressed some concerns. They would like to extend the deadline by one quarter for transfer students in order to give these students more time to acclimate. Jackie spoke with some ITAM faculty about the concerns. They would like to see the deadline extended from the second quarter to the third quarter. However, this could cause problems for students who need to take remedial classes because it makes it possible for students to delay taking the placement exam until their third quarter. Then these students would not be able to take remedial classes until their second year or later.

The policy was changed to read:

(A) First year students will satisfy all required placement assessment activities before or during the first year orientation session.

(B) First-year students admitted after all orientation programs, and international students will satisfy all required placement assessment activities before they register for their second quarter.

(C) Transfer students will satisfy all required placement assessment activities before they register for their third quarter.

All changes were approved.

c. Service Campus

This policy had been on the last Faculty Senate agenda but was removed at the last minute. Some other stakeholders wanted to review it, and they made some minor changes.

The policy was approved as edited.

d. Appeals Policy/Procedure

Recently discussion began about grade appeals related to academics, and grade appeals related to behavior. There are concerns about the use of “arbitrary, capricious” in (A)1.a., and whether this language should be changed to read “arbitrary or capricious” or arbitrary and capricious.” This is one part of the charge from EC. The rest of the charge addresses the process of assigning advisors; exploring the process of how complaints are defined; and clarifying the distinction between grade appeals for behavior and grade appeals for academics.

Regarding the language concerns, one possibility might be to replace “arbitrary, capricious” with language that is more familiar to students. However, “arbitrary, capricious” is legal phrasing. It appears that “arbitrary and capricious” grading has a specific definition. Another suggestion is to cite that definition and give examples.

For the next meeting, Gail and Andy will look to definitions, in addition to what other universities do in their policies. Julia will look at the issue of timing. Jackie will look at grade appeals versus other (behavior) appeals. Dan will look at complaints outside of the typical course.

New Business

a. Progress Reports

To be discussed at an upcoming meeting

b. Non-Attendance policy

To be discussed at an upcoming meeting

c. Academic Dishonesty/Plagiarism

To be discussed at an upcoming meeting

Meeting adjourned at 5:01 p.m.

Next meeting:

March 7, 2019 – Barge 304