

Faculty Senate Academic Affairs Committee
Minutes – March 28, 2019

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

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

Absent (voting): Megan Matheson, Ke Zhong

Absent (non-voting): Bill Schafer

Guests: None

Meeting was called to order at 3:34 p.m. Minutes of March 7, 2019 were approved as written.

Chair updates

Committee charges were reviewed and the status of each charge updated:

Charge 1 - ignore

Charges 2, 3, 4: all done

Charge 5 - at provost council

Charge 6 - on today's agenda

Charge 7 - not done

Charge 8 - not done

Charge 9 - not done

Charge 10 - in progress

Charge 11 - not done

Charge 12 - done

Charge 13 - not done

Charge 14 - in progress

Charge 15 - not done

Charges will need to be prioritized for the next agenda and for the rest of the year. Charges relating to Gen Ed have to be approved this year. Gail has information on non-attendance and progress reports. The plan is to pilot a non-attendance tracking system next year.

The appeals policy, mid-term grades/progress reports, non-attendance, and Gen Ed-related policy changes will be priorities for spring quarter. Joey Bryant or someone else from Student Success will be invited to the April 11 meeting to address student success issues.

Old Business

a. Final Exam Policy

Changes to the final exam policy were approved at the last meeting, but EC sent the

changes back with suggested revisions to address online and hybrid courses. AAC proposed the following additional changes:

- Strike “each in-person and hybrid” in the third line of (A)2.
- Change existing (A)3 to (A)2.a. Add “For in-person and hybrid courses” to the end of the first sentence.
- Change existing (A)3.a to (A)2.a.i.
- Change existing (A)3.b (A)2.a.ii.
- Change existing (A)3.c to (A)2.a.iii.
- Change existing (A)5 to (A)2.b.
- Change existing (A)3.d to (A)2.c.
- Renumber so existing 4 becomes 3; existing 6 becomes 4; and existing 7 becomes 5.
- Change “Canvas” to “Course Management System” in new (A)2.b.

All policy changes were approved.

Procedure changes: Strike existing (4) No procedures and re-number so that (5) becomes (4) and (6) becomes (5). Add "in writing" to the last sentence of the new (4). All procedure changes were approved.

b. Reorganization Policy/Procedure

This is a new policy but revisions to the draft are indicated. AAC previously gave feedback and returned that to EC. AAC was opposed to the MOU so Provost Council agreed to remove it and state at Faculty Senate that we will be following the policy as indicated. If this version of the policy is approved at today’s meeting, AAC will take it to the May 1 Faculty Senate meeting.

In 2012, AAC was charged with working on this policy. The policy was sent to Faculty Senate and was approved, but was rejected at Provost Council. An ad hoc committee was formed to address the disagreements. Everyone agreed to the changes but the biggest issues were where the policy would be housed, and concerns about who would have the authority to make changes. More recently, the president suggested rewriting the language and putting in into the Faculty Code rather than into policy, but Provost Council had concerns. The president created the updated initial draft, and the new version was reworked from there with input from Provost Council.

The reorganization policy and procedure were approved as written.

c. Appeals Policy/Procedure

Julia, Jackie, and Janet looked at final grade appeals and came up with a draft, including definitions for arbitrary/capricious and adding language to clarify responsibility for students and for instructors. The policy will be revised to start with (2) Academic Appeals and then add subheadings.

Discussion will continue at the next meeting.

New Business

a. Midterm Grades/Progress Reports

A subcommittee will be created with representatives from AAC, advising, among others. Andy, Janet, and Gail will be involved. Discussion will continue at a future meeting.

b. CWUR 2-90-030 Acceptance of Transfer Credit

Language was changed to be consistent with the new Gen Ed requirements. The changes are also consistent with WASAC transfer credits. All changes were approved.

c. Non-Attendance policy

Gail has a how-to document for faculty and will email it to the committee to review at the next meeting.

d. Academic Dishonesty/Plagiarism

To be discussed at next meeting.

Meeting adjourned at 5:02 p.m.

Next Meeting:

April 11, 2019

Barge 304