

Academic Affairs Committee
Minutes – January 9, 2020

Present: Wendy Cook, Eric Foch, Jackie Krause, Dan Lipori, Megan Matheson, Gail Mackin, Andy Piascek, Rose Spodobalski-Brower, Julia Stringfellow, Josh Welsh, Ke Zhong
Absent: David Douglas

Meeting was called to order at 3:03 p.m. Minutes of November 21, 2019 were approved as written.

Chair Updates

The Incomplete/IP policy and the syllabi policy were returned from Faculty Senate. The foreign language policy was approved as written.

Old Business

a. Charge 04: I/IP Policy in Relation to Financial Aid

Changes that were proposed at the Dec. 4 Faculty Senate meeting change the meaning and intent of the policy in relation to financial aid. Walter has been in touch with Financial Aid and is attempting to get more information on this.

AAC made the following changes:

- In CWUP 5-90-040(25)(A), revise the first sentence to read: "I" is used at the instructor's discretion when the student was not able to complete the course by the end of the term, but had been making satisfactory progress as of the Uncontested Withdrawal date.

- Strike the remaining sentences in CWUP 5-90-040(25)(A).

Changes were approved.

Faculty Senate did not have comments or changes to CWUR 2-90-50(25) & (26). The procedures were not discussed because the policy was returned to committee. Gail will take the revised policy to Provost Council on Tuesday as an information item. The policy will still need to go back to Faculty Senate.

b. Charge 03: Title IX Statement for Course Syllabi

Concerns relating to mandatory reporting arose at Faculty Senate. The majority of faculty are not trained in being mandatory reporters, and so there is confusion on what that means. The proposed language is asking faculty to do something that they haven't been trained to do. Other concerns addressed the vaguely-worded sample statement in the proposed language. To whom are faculty required to report, and what are they required to report? There were also some concerns about the language tenses changes from second- to third-person.

The last sentence of the suggested wording was changed to read:

Faculty are required to report information regarding sexual misconduct or related crimes.

Changes were approved.

A presentation addressing mandatory reporting is planned for an upcoming Faculty Senate meeting. Josh will talk to Walter to find out who will be coming to talk to Faculty Senate, and when. If possible, these policy changes should be presented at the same meeting so that the guest speaker can help with addressing questions and concerns that arise.

c. Charge 06: Graduate Studies policies

CWUP 5-130-30 and 5-130-70, and CWUR 2-90-20 still need to be reviewed. Last time some minor changes to CWUP 5-130-40 were suggested, but Josh still needs to contact Kevin to talk about those.

The following changes were suggested:

- In 5-130-030 Funding Opportunities: in (D) ,strike Sections 615 and 014 and replace with actual number of CWU procedure to read 2-20-090.II.(B)
- In 2-130-20: clerical change
- In 5-130-070: the only is renumbering and changing the policy number from 5-130-010 to 5-130-070. However, questions arose about the language in (2), which indicates that RCR training for faculty is encouraged but not required. Josh will connect with Sandy Martinez to discuss this.

All graduate studies policies except for 5-130-40 and 5-130-70 were approved. The remaining two policies will be voted by email after getting clarification.

New Business

a. Charge 14: Class Attendance Policy

This charge relates to proposed policy changes ongoing over the last few years about when students can be dropped for non-attendance. In the past the policy got held up in Faculty Senate because of the timing of the third day and when the deadline falls. Josh, Megan, and Gail met with Jerry from the Registrar's Office to discuss changes to the policy. Gail will be forwarding some background information on the reasons for the changes. AAC made additional changes at today's meeting but those will be reviewed and voted after a clean copy is put together.

b. Charge 07: Commencement Policy

Josh worked with Lauren Zeutenhorst on these initial policy changes. The main thing is that students who are doing internships in fall are able to walk in the spring commencement ceremony with their graduating class. The proposed changes are intended to fix the issues surrounding this, which we encountered last year.

Changes to policy were approved. Procedure will be changed to add a new first sentence to (E) to clarify which students are affected. The change will read:

Candidates who are completing student teaching or a full-time internship in the following fall may register to participate in the spring commencement ceremony.

Changes to procedure were approved.

Meeting adjourned at 4:54 p.m.

Next meeting:
January 23, 2020
3:00 p.m., Barge 304