

Agenda: Faculty Senate Academic Affairs Committee

9 November 2023 (Meeting Minutes)

Present: Melody Madlem, Julia Stringfellow, Wendy Cook, Cody Stoddard, Joshua Welsh, Rose Spodobalski-Brower, Tennecia Dacass, Eric Foch, Francesco Somaini, Amber Darting.

Meeting Notetaker: Tennecia Dacass

1. Call to order: 3:12 p.m.
2. Changes to the agenda: None
3. Approval of minutes
 - a. 25 May 2023 meeting (not enough 2022-23 AAC members present to make a quorum for a vote)
 - Moved by Wendy Cook, seconded by Joshua Welsh. Two abstained: Tennecia Dacass and Francesco Somaini.
 - b. 26 October 2023 meeting
 - Moved by Francesco, seconded by Tennecia
4. Chair report
 - a. At Faculty Senate (November 1st)
 - i. Academic Forgiveness policy (Charge 1) passed with amendment to (A)2.
 1. Original, “The student earned course grades below a C- at CWU.”
 2. As amended, “The student earned at least one_course grade below a C- at CWU.”
 - ii. The clerical change of updating dean of student success title was tabled due to additional formatting edits made by Janet Sheilds (Exhibit D in meeting folder).
 1. Faculty wanted capitalizations and commas. There are 48 pages of policy and procedure (Exhibit D).
 2. Suggest sending back what was the AAC charge without including the additional clerical changes between AAC and the Senate floor. (The original motion voted on by AAC and sent to Senate EC).
 - b. Emailed Joey Bryant and Dr. Ortega individually AAC draft policy CWUP 5-90-080 regarding disruptive behavior in academic settings (Charge AAC23-24.03)

- i. Joey Bryant responded to request to discuss AAC draft policy CWUP 5-90-080 regarding disruptive behavior in academic settings (Charge AAC23-24.03). He said would not be able to meet (review) before our November 9th meeting. I requested him to set a day at time either the week of November at the 13th or 20th to meet.

5. Guest to AAC (at 3:20 PM): Amber Darting (Associate Dean of Undergraduate Studies)

a. New Business

- i. AAC23-24.05 Review updated academic appeals policy for clerical changes
Timeline: Winter Quarter.

- Amber provided insights into the intricacies of the academic appeal policy and procedure, emphasizing that while the general policy appears comprehensive, the procedure requires refinement.

Proposed Policy Changes:

- Suggested a minor policy amendment: to explicitly include academic forgiveness in the policy, such as "academic decisions, including decisions on academic forgiveness."

Modifications to Procedure:

- Identified the need to streamline the appeal process duration and make the language more accessible to enhance student engagement.
- Specific details discussed:
 - Recommended reviewing the policy for more inclusive language, like replacing "his/her" with "their."
 - Clarification that the policy applies to all students, both undergraduate and graduate.
 - Emphasized that only students can bring a case before the board by adjusting the language to include the phrase "the student."
 - Noted the absence of clear procedures when a case goes beyond grades in an Academic Appeal.
 - Highlighted ambiguity regarding whether the student should consult with the Associate Dean and/or Dean after speaking with the instructor and chair.
 - Urged clarification of terms used, such as defining "working day" for faculty, currently interpreted as non-summer days when faculty are off contract.
 - Discussed the potential removal of the student's role outlined in Section a. Academic Petitions part iv. of the academic appeal procedure ("...Within five (5) working days of receipt of the dean's decision, both department chair, and student must notify the dean of the college or administrative supervisor in writing of their acceptance or rejection of the recommendation...").

Additional Points:

- Mentioned the reference to the CBA in the document, expressing uncertainty about its appropriateness.
- Identified a lack of guidance on how to conduct a hearing.
- Urged the inclusion of steps for situations where board members are not in the same location, considering the possibility of a hybrid or virtual meeting structure.
- Noted the need for Amber to share prepared material on how to conduct/facilitate a meeting for AAC review.
- Highlighted the absence of Family Educational Rights and Privacy Act (FERPA) training for student board members.

Proposed Actions:

- Eric and Josh will review the procedure, incorporating Amber's proposals before the next AAC meeting on November 30, 2023.
- A modified draft of the policy and procedure will be sent to Amber Darting for feedback before submission to the AG.

6. Old Business

a. What to do about the motion Senate EC tabled and sent back?

- i. Charge: Update CWUP 5-90-040 (2). Update dean of student success position title
- ii. AAC completed the charge (and edited appropriate procedure)

b. Will table Charge AAC23-24.03 (student conduct in academic settings) for next meeting

- Communication with Margaret Ortega and Joseph Bryant yielded limited new information. Consequently, Eric suggested modifying the CWUP 5-90-080/CWUR 2-90-080 policy on student conduct in academic settings during the next meeting before submitting it to the Senate EC.
- We also plan to address the proposed academic appeals policy and procedure changes.

7. Motion to adjourn meeting moved by Melody Madlem, seconded by Joshua Welsh. The meeting ended at 4:24 pm.

8. The next meeting is scheduled for November 30, 2023.