

*Minutes*  
*Faculty Senate Academic Affairs Committee – Feb. 8, 2018*

Present: Rodney Bransdorfer, Clem Ehoff, Janet Finke, Christos Graikos, Dan Lipori, Ke Zhong, Julia Stringfellow, Walter Szeliga

Absent: Eric Bennett, David Martin, Megan Matheson, Lindsey Brown, Gail Mackin

Guests: Dawn Varnum

The meeting was called to order at 3:32 p.m.

Minutes of Jan. 25, 2018 were approved.

*Chair updates*

Faculty Senate approved the foreign language policy (CWUP 5-90-030 & 5-90-050) at the Feb. 7 meeting.

Dan received an email from Sherry Fujita. She is looking into creating a college-level ESL course for remedial English students who aren't ready for ENG 101 or ENG 100T. Currently students don't receive credit for ENG 100T but they would receive credit for this course. The question will be directed to Curriculum Committee.

*Old Business*

a. Diversity Statement

Walter talked with Kande Cleary, who was not able to attend the meeting but did provide some sample diversity statements. These are recommendations to put in syllabi. When the syllabi policy originally went to UPAC, they didn't like the "such as" for the same reasons they didn't like it for the disability statement; however, disability is more mandated by the ADA. Diversity statements can be more flexible and include many different things. The actual charge is to decide if the diversity statement for syllabi should be mandated or not, and if so, what it should say.

When Walter and Kande met, she provided the sample statements but was hesitant to say that one statement should be required. Conversely, if one specific statement is not required then there is always the possibility that someone might include a statement against diversity, so Kande was hesitant to open it up so that people could say anything, as well. Dawn questioned if the Diversity Center has something on their website with statements that people could choose from. If so, that would solve the issue since it would leave it up to the experts as to what could be included or not.

Dan suggested keeping the policy as it currently is written. The motion was approved with six yes votes, 0 no, 0 abstentions.

b. Class Attendance Policy & Procedure CWUP/R 5-90-040 (34)

The issue of liability was brought up as a concern at the last meeting. This concern applies to unenrolled students are attending classes and shouldn't be, as well as community members who are attending classes as part of community outreach events. The current policy is for students. Should a separate policy be created for non-students, and if so, where would that policy be housed?

Rodney suggested waiting to pass the policy until after getting input from someone, such as the attorney general, as to whether or not the language in part (B) is okay and there are no

liability issues. Walter indicated that anything regarding community members would have an MOU with the department and college, and the college dean would be in charge of that. The attorney general reviews any policies that make it to the president.

Dan questioned what should be done with the policy, assuming there are no liability concerns. Financial concerns are related to the issues addressed in the policy. Students who are not registered cause problems with financial aid.

Dawn indicated that students can drop any of their enrolled classes up to the fifth day because financial aid disburses on that day and after that they are locked in. The last sentence of the policy is tended to enforce that students have financial obligation for any classes that they don't attend and don't drop, but some of the policy is convoluted because it says if they don't "confirm or attend." There are concerns as to how this policy will be enforced, especially as part of (C) indicates it's the faculty's responsibility to drop students who don't show up after three days. It's impossible to enforce that faculty will do this so it shouldn't say "will" but should be changed back to "may."

Rodney and Dawn will look into implications for (C) from the registrar's perspective and work on additional changes to (C). The last sentence in (C) will be changed to read "Non-attendance does not relieve students from any academic or financial responsibility."

c. Student Conduct Statement (Janet)

Janet shared a draft of suggestions for a statement. During the last meeting, there was discussion about adding some things and making reference to the WAC. Also, discussion highlighted the issue that students might not realize they can be kicked out of class for specific behaviors. Number (3) in the WAC, "Disruptive or obstructive conduct" relates to this.

Walter indicated that instructors need to include in the syllabus any specific expectations they might have, as this makes a difference if Student Success is able to help students appeal a decision or not. Rodney suggested that specific definitions of disruptive behavior don't need to be included, but if there are any specific expectations beyond what's included on the WAC, that would need to be clearly stated on the syllabus.

Number 10 in the Syllabi policy was changed to include: "Any expectations that go beyond what is stated in WAC 106-125-020 should be included in the syllabus." No changes will be made to numbers 11 or 12 in the Syllabi policy. Changes to Number 10 were unanimously approved.

Rodney questioned how faculty are informed when policy changes are approved. Dan indicated that, ideally, chairs and/or deans should receive some sort of notification.

*New Business*

a. Changes to course substitution policy & form

This issue has been brought up by faculty and was mentioned during a Faculty Senate meeting. Changes made to the Course Substitution form are causing concerns; specifically, there are questions as to why extra signatures and justification from the dean are needed.

b. GPA Definitions (Julia)

These changes should be straightforward and involve changing decimals to be consistent, but will be discussed at the next meeting.

c. Academic Freedom (Janet, Julia, Clem)

A stricter definition of academic freedom is needed. The committee has been asked to come up with suggestions, a philosophy, or a policy.

d. Appeals Process (David)

The committee has been asked to decide if the current standard for intervention is arbitrary and capricious

Meeting adjourned at 4:55 p.m.

Next Meeting:  
Feb. 22, 2018