

*Faculty Senate Academic Affairs Committee
Minutes – March 29, 2018*

Present (voting): Rodney Bransdorfer, Janet Finke, Christos Graikos, Dan Lipori, Megan Matheson, Ke Zhong

Present (ex-officio): Lindsey Brown, Gail Mackin, Julia Stringfellow, Walter Szeliga

Absent (voting): Eric Bennett, David Martin

Absent (ex-officio): none

Guests: Sherri Fujita, Ediz Kaykayoglu, Cody Stoddard

The meeting was called to order at 3:31 p.m. Minutes of March 8, 2018 were approved as written.

Chair Updates

None

New Business

a. Review remaining AAC charges

The following policies have passed Faculty Senate, but may be coming back to AAC at some point:

- Graduation with Distinction policy
- GPA definitions (determined to be a clerical change and did not need to go to Senate)
- Syllabi policy
- UNIV 101 as a graduation requirement
- Foreign Language graduation requirement

The Class Attendance policy will be going to Senate on April 4 pending changes at today's meeting.

The following committee charges have not been completed:

- AAC17-18.06 Academic Appeals Process: CWUP 5-90-040(23) & CWUR 2-90-40(2)
- AAC17-18.07 Develop philosophy about academic freedom
- AAC17-18.08 Investigate need for policy/procedure about mandatory feedback from faculty

during the quarter

- AAC17-18.11 Scholastic Standards Policy: CWUP 5-90-040(31) AAC worked on this two years ago, but heard that UPAC had some concerns. When resuming working on the policy, we need to start with the draft version that passed senate in 2016.

Items that are not official charges but need to be addressed:

- Possibility of redesigning the foreign language requirement with an exemption for international students
- Changes to the transfer credit policy, specifically relating to Cambridge International Exams
- CWUP 5-90-10(15) Course Requirement Overlap; currently it is up to the department chair to determine whether or not to accept overlapping course requirements in situations when students are completing a major and minor with the same name and exact same requirement (i.e. "double-dipping")
- GPA definitions; currently these are calculated with 3 digits passed the decimal points but the question recently arose as to whether that should be changed to only 2 digits passed the decimal point
- Grade Change Policy: CWUP 5-90-040(15) & (19)
- BAS degrees from community colleges & technical schools; when community colleges and/or

technical schools offer BAS degrees they are 10-15 credits short for Gen Ed courses, meaning that students who transfer in with a BAS have to make up those additional missing credits.

Forthcoming official charges:

- Investigate need for policy regarding campus closure due to emergency (when classes are cancelled for weather or other reasons)
- Address lack of official plagiarism policy by determining need for such a policy
- Investigate need for policy regarding reassignment of courses when faculty are unexpectedly unable to teach for a quarter and/or remainder of academic year

Cody indicated that the charge regarding reassignment of courses was brought up in Senate. He asked ADCO about the issue because it impacts chairs as well. There are questions if something should be put in policy, or if guidelines should be created for chairs and associate deans. The final decision is up to AAC.

Dan suggested making a priority order for remaining charges and issues. First are pending changes to the Class Attendance policy, and the changes to the Grade Change policy.

Walter discussed EC's suggestions for the Grade Change policy. In CWUP 5-90-040(19):

- add "plus a description" to the end of the first sentence
- add "with justification" after "must be submitted" in the second-to-last sentence
- delete the remainder of the second-to-last sentence following "approval/denial"

Dan suggested changing "description" to "justification" and deleting the second "justification."

Lindsey indicated in (15), changing grades after the degree is awarded isn't best practice. The current statute says grades can be changed up to one quarter after the degree is awarded but right now we allow for one year. Dan explained the wording in the other policy created too many exceptions, so that is where the decision to say "grades are frozen two years after..." came from. Rodney suggested deleting (15).C because the content is actually part of (19).

Walter questioned what would happen if a student is going to walk in graduation but is going to file grade changes. Lindsey indicated the only situation would be if a grade appeal was already pending but Student Success calls the Registrar's office to work those out. In a short time-frame it wouldn't be an issue, but it would be a problem if someone ordered an official transcript.

Megan moved to approve changes to the policy; Janet seconded. Motion passed with one abstention. Changes to the grade change policy were approved.

b. CWUP/R 5-90-030 & 2-90-030 Transfer Credit Policy/Procedures
To be discussed at next meeting.

Old Business

a. Foreign Language Policy Discussion

In January AAC made and approved changes to the Foreign Language policy. Those changes passed Faculty Senate but didn't go much further. Concerns have arisen regarding international students who already have proficiency in a foreign language. Ediz Kaykayoglu and Sherri Fujita from the Office of International Programs (OISP) and UESL attended briefly to address those concerns and make some suggestions. They are proposing a class to better prepare matriculated international students for classes taught in English in American universities. Such a class would be the equivalent of these students' foreign language requirement. The existing UNIV 101 equivalent for international students is not meeting students' needs. For example, students don't have knowledge of words from academic word lists. Currently, there isn't a cut score requirement on standardized tests. Students receive one score that is averaged, meaning a student could score high in speaking but low in reading, or vice versa. At

some schools, international students with TOEFL scores between 70 and 100 are required to take ESL courses. For international students. English is their foreign language so OISP and UESL are essentially proposing a course or a policy that would make it possible for that to count toward the students' degrees. However, they don't want to create additional costs for students, or make students take additional courses. Ediz is willing to come up with a written proposal for putting something into policy. Dan would like the committee to discuss it first, but it seems like something that could work.

Some questions and concerns do exist; specifically, if a course was created, in which department would it be housed? Would it be a college-level or remedial class? Would it be limited only to international students, or would native students who struggle with English as a second language also be able to take the course?

Previously, OISP contacted AAC and was thinking of designing a class for Running Start students. AAC passed that idea onto Curriculum Committee as it is more of their purview, but this new idea sounds very similar. Running Start students may not be students who have English as their first language, but teaching English to those students is different than teaching remedial English to international students. How do existing remedial courses relate to international students, and to Running Start Students? Also, is there a precedent for offering UESL classes for credit?

Lindsey indicated that, nationally, anything identified as UESL is remedial. Gail suggested one way to do this might be to pair courses; for example, ENG 101 would be paired with a remedial course, or SOC 101 with a remedial course. Dan suggested creating some expanded college classes with an additional credit or two that would work on some deficiencies students may have. This is not an official charge for the committee but something that has been brought forward out of concern. Dan would like to gather more information and look at what other schools are doing. He will do some research and also talk with Teri Walker, chair of Curriculum Committee. This issue implicates Curriculum Committee as well.

b. Class Attendance Policy/Procedure CWUP 5-90-040(34) & CWUR 2-90-040(34)

Walter indicated that EC had some suggestions for additional changes to the Class Attendance policy and procedure. Changes to the policy were discussed briefly but not voted. Dan moved to table the discussion until the next meeting due to lack of time; motion approved.

c. Academic Freedom Discussion

To be discussed at next meeting

Meeting adjourned at 5:02 p.m.

Next Meeting:
April 12, 2018