

*Faculty Senate Academic Affairs Committee
Minutes—April 12, 2018*

Present (voting): Rodney Bransdorfer, Janet Finke, Ke Zhong

Present (non-voting): Lindsey Brown, Gail Mackin, Julia Stringfellow, Walter Szeliga

Absent (voting): Eric Bennett, Christos Graikos, Dan Lipori, David Martin, Megan Matheson

Absent (non-voting): none

Guests: Cody Stoddard

Janet acted as substitute chair. The meeting was called to order at 3:35 p.m. Minutes of March 29, 2018 were not voted due to lack of quorum.

Chair Updates

a. Policies on Required Admissions Essay

Cody reported on an issue that came to EC's attention late last week. Due to lack of quorum at today's meeting, the Executive Committee may have to make the final decision. Recently EC learned there is a misalignment between the RCW, the WAC, and the internal CWU practice for admissions requirements. The WAC states that admissions should be two factors: SAT/ACT scores, and GPA; a very strict interpretation would read it as only those two factors. Our policy indicates no admissions essay is required for students who have GPAs 3.4 and above. An essay is recommended for students whose GPAs fall into the range of 3.0 – 3.4. For students with GPAs between 2.0 and 2.99, an essay is required. Over the last few years, the decision was made not to review the essays or abide by the policy requirement. When new individuals came in to the admissions office, they decided to start requiring the essays. EC met with the president on Tuesday and learned there are 600 – 700 students who are waiting to be admitted. Our applications state that an essay is not required. Currently, the president has indicated that we can't penalize these students. We could conditionally admit them so that that come to campus and then are required to submit an essay within 6 months. EC's feeling is that it would be okay to admit these students, and then work on realigning the policies. The president has promised a group will be formed to work on that.

For now, Cody would like to send an email to the EC and get a vote from them tonight, if the AAC approves of allowing students in without the essay. An AAC vote could not be taken due to lack of quorum, but the committee indicated their agreement by means of discussion.

Gail indicated that, according to reports from the registrar's office, 449 students are affected. Lindsey indicated 108 students were not admitted, but would they have been if not for the essay? The current admissions policy was last approved in 2014. Cody indicated work can be done this summer to figure out how to realign the RCW, WAC, and CWU policy & practice. Some schools hire professionals to review essays but in some schools, faculty are the reviewers. Regardless, any changes would still have to go through AAC. Lindsey suggested that would also be a good time to review the admissions standards.

Cody briefly discussed two other issues from EC. A lot of people are requesting time from AAC to discuss new concerns. If AAC would prefer, the EC is willing to put a moratorium on things and act as a filtering mechanism. This means things would come through the EC first. Secondly, over the summer

EC can be a workshop for AAC. When the upcoming academic year begins, EC can bring things to the AAC with some things already done. This would help get things shaped up. AAC can discuss at the next meeting. Also, AAC is free to initiate anything it sees as an issue and wants to explore; this doesn't have to be a charge.

Old Business

a. Class Attendance Policy/Procedure

Walter discussed the EC's suggestions for changes to the procedure language. The EC suggested changes to make it clear in the procedure what faculty are intended to do, and what students are intended to do. Lindsey indicated there is a difference between the "third day of class" and the "third day of instruction." It doesn't matter how often the class is taught; the third day is always Friday if the class starts on Wednesday. Cody pointed out the language addresses three conditions: classes that meet all three days of instruction in the first week, classes that don't meet consecutively in the first week, and classes that meet during summer. Ke questioned how students who register late would be handed. If a student registers late, or doesn't come to the first class session, then the student is non-attendant and are dropped, when they really do intend to attend the class. The burden for dropping the class should be put on the students, not the faculty.

Rodney suggested linking the corresponding letters from the policy. If students are not registered by the end of the add/drop period they can still register, but the procedure language makes it sound like they can register up to 10 days, which isn't true. Gail indicated census is taken on the tenth day so the wording in the last part of the new procedure language needs to be the same as the language in part (D) of the policy. An exception to this would be situations when a student is trying to get in to a class but is blocked by a hold. Lindsey explained that tuition is due at the end of the add/drop period but fees are not charged until much later. Another problem with Canvas is that instructors can add students in to their classes in Canvas even if those students are not officially registered in the class. Because of the potential for liability issues, saying "change of schedule period" in the procedure language is one suggestion. Late registration does need to be permitted in policy language to allow for situations that may not follow the traditional 10-week time-frame, such as internships or individual study.

Walter will work on revising the procedure language based on today's discussion and EC's suggestions.

b. Academic Freedom Discussion

Janet suggested saving this conversation for the next meeting. Due to lack of quorum at today's meeting, this is not a good time to discuss academic freedom.

c. Foreign Language Exemption for International Students

Lindsey will work on this.

New Business

a. Cambridge International Exams & Transfer Credit Policy

The State Legislature passed new language so we need to decide if we want to limit AP, IB, and Cambridge International Exams. (To be discussed at an upcoming meeting)

b. Mandatory Feedback Discussion (Charge AAC17-18.08) & c. Mid-term grades
To be discussed at an upcoming meeting

d. CWUP 5-90-040(32) Course Requirement Overlap
To be discussed at an upcoming meeting

Meeting adjourned at 4:45 p.m.

Next Meeting:
April 26, 2018