

Agenda: Faculty Senate Academic Affairs Committee

Minutes 23 October 2025

Attendance: Rodrigo Renteria, Wendy Cook, Gary Bartlett, Eric Foch, Cody Stoddard, Nicole Stendell-Hollis, Bernadette Jungblut

Notetaker: Wendy Cook

1. Called the meeting to order: 3:10
  - a. 9 October 2025 meeting minutes approved unanimously
2. Chair report
  - a. Thank you to Rodrigo Renteria-Valencia for joining AAC (Provost's designee)
  - b. Academic Policy numbering changes  
<https://www.cwu.edu/about/policies/university-policy-library/academic-affairs/section-501-curriculum-and-programs/index.php>
  - c. Email from Natasha: The BOT has charged all units/areas to review and clean up policies. They are looking for members of the AAC and FSCC to work on these charges. The groups will be deans and one faculty member.
    - i. Need clarification on timeline.
    - ii. Possible for there to be only one faculty member from each committee and multiple deans. Need more clarification.
    - iii. Concern about changes to policy from summer 2025 without faculty input.
    - iv. Will they be reviewing original 05-090 policies or those that were revised without faculty input?
3. Old Business
  - a. AAC25-26 Charge 5 Student-athlete attendance → Clarify and codify class attendance policy as it relates to student athletes. Aligning with changes AAC made to CWU 501-20 (39) in AY25.
    - i. Clarifications from last meeting:
      1. CWUP5-90-040: the attached document is the last version of the policy before the changes that just went through at the beginning of October. (updated on 3/22)
      2. CWUP5-90-040(39) Academic and General regulations draft: This was voted on by UPAC at our first meeting this fall. And is now reflected on the policy website.

3. CWUP5-90-040 (34): This seems like a very outdated version of the policy. The newest versions (both attached documents) of 5-90 have section 34 as "Undergraduate Scholastic Standards."
- ii. Senate EC okayed expanding Charge 5 to include students beyond student-athletes that may need to miss class due to CWU sponsored activities.

Cody located old language from 2017:

“Instructors are not required to offer makeup work for missed classes, including those missed during the Change of Class Schedule period or university-approved activities, regardless of student course enrollment status. In cases where an absence meets the guidelines in CWUP 5-90-040(F), instructors are strongly encouraged to work with the student to make arrangements to avoid academic penalties due to absences. The student is responsible for obtaining written documentation from the faculty member defining any alternative accommodations for missed assignments. The written documentation will serve as verification of the agreement.

(F) Sponsors of university-approved activities requiring absence from campus will prepare and sign an official list of the names of those students who plan to be absent. It is each student’s responsibility to present a copy of the official list to the appropriate instructors and make arrangements prior to the absence.

(G) Members of the university community directing or arranging such activities must adhere to the following guidelines:

1. Scheduling of such activities shall not overlap with official final examination periods;
2. Scheduling of such activities shall not require an absence of more than three (3) consecutive class days;
3. Scheduling of such activities shall be announced to the students far enough in advance for them to plan to fulfill course requirements;
4. Responsibility for seeking an exception to these guidelines lies with the sponsor and not with the student(s)”

Comment: Perhaps we could change the policy where faculty accommodate all university approved activities that cannot be recreated, and those that can, would be the exceptions, and that can organically change over time. In instances where a student provides a documented university sponsored event (e.g., athletics, recital, theatre), they must be accommodated by faculty and allowed to make-up missing work without penalty.

New proposed language:

In cases where an absence meets the guidelines below, instructors are required to work with the students to make arrangements to avoid academic penalties due to absences. A student is required to provide documentation before the missed class(es) for a future absence for a university sponsored event that necessitates an absence from class. In these instances, faculty are required to accommodate students. However, exceptions where a faculty does not need to accommodate the student include (but are not necessarily limited to):

1. Time-limited activities that cannot reasonably be recreated
2. Event or group activities that cannot be recreated
3. Accommodation would put an undue hardship on the faculty
4. Financial cost to the university
5. Unequitable advantage provided to student that was absent with respect to the rest of the students that were in attendance
6. Safety concerns for unsupervised activity.

Added to G: “An email would constitute this documentation.”

Added to H(3): Wherever possible. “Scheduling of such activities shall, wherever possible, be announced....”

To do:

- Eric will invite Anna to speak with AAC to ask about what events require absences from classes.
- Eric will run what we wrote by Faculty Senate Exec for feedback
- Gary will take what was written and wordsmith.

1. New Business – CAT team invited to next meeting

- a. AAC25-26 Charge 1 Review the report made by the 3-year Degree CAT Team and the NWCCU 3-year degree recommendations. In collaboration with the Registrar, make policy recommendations for CWU 501-11 as necessary.

2. Adjournment at 5:01.

- a. Next meeting is 13 November 2025