

**Faculty Senate Academic Affairs Committee**  
**30 November 2023 (3:10 – 5:00 PM)**  
**Minutes**

Meeting Notetaker: Joshua Welsh

In attendance: Tennecia Dacass, Mel Madlem, Wendy Cook, Eric Foch, Bob Hickey, Rose Spodobalski-Brower, Cody Stoddard, Jason Knirck, Francesco Somaini

1. Call the meeting to order
2. Changes to the agenda
3. Approval of minutes 9 November 2023 meeting minutes
4. Chair report
  - a. AAC24-24.02 Update position title of dean of student success CWUP 5-90-040
    - i. AAC has voted and approved these changes
    - ii. Has been tabled by Senate Executive Committee until clarification comes from Andrew Morse
  - b. AAC draft policy CWUP 5-90-080 regarding disruptive behavior in academic settings (Charge AAC23-24.03)

Joey Bryant says he will look at this policy in the winter. AAC will try to address the policy once we get feedback from him,

- c. ADI co-chairs Cynithia Pengilly and Janet Calderon provided a draft policy regarding ADI graduation requirements
5. New Business
  - a. AAC23-24.05 Review updated academic appeals policy and procedure
    - Josh and Eric met and made edits to the appeals policy.
    - The committee discussed those changes, made several minor changes to wording.
    - Discussed definition of working day and settled on “when the University is open and faculty are on contract.”
    - The edits to the procedure also involved removed the dean approval from Grade Appeals.
    - We had removed the dean approval for program changes, but the committee decided to leave the dean level of review for programmatic decisions.
    - We also added language to make it clear that communicating with the student is sufficient for counting as a meeting between the student and the teacher.

- The committee also tried to figure out the right wording for exactly which office the student should ask for a hearing from. We settled on the dean of undergraduate studies or dean of graduate studies.
  - We then did some work on clarifying numbering and moving the parts of the policy to the most logical places.
  - We discussed whether to add “administrative supervisor” to chair and program directors or program coordinators. We finally settled on “department chair or direct supervisor when not overseen by an academic department chair.”
  - More discussion of numbering and organization.
  - We cut the language regarding the board issues no contact orders, etc. since the board is not involved in doing any of those things.
  - Eric is waiting for feedback from Amber Darting on some of the other policy questions we have, so we’ll be revisiting this document soon.
6. Next meeting is 11 January 2024