

**FACULTY SENATE
ANNUAL
STANDING COMMITTEE REPORT**

2018-2019 ACADEMIC YEAR

Prepared for the Central Washington University Faculty Senate

Faculty Senate Committee: Academic Affairs

Committee Chair: Janet A. Finke

Committee Representation:

- Members – Wendy Cook, Janet Finke, Jackie Krause, Dan Lipori, Megan Matheson, Andy Plascek, Josh Welsh, Ke Zhong
- Ex Officio Members – Eric Foch, Gail Mackin, Bill Schafer, Julia Stringfellow, Lindsey Brown
- Student Representatives - Non

Guests – Amy Alder, Carolyn Thurston, Rose Spodobalski-Brower, Walter Szeliga, Scott Carlton, John Mounsey, Jason White, Claire-Anne Grepo, Cassie Hill, Todd Shiver, Kelly Simpson

Committee Charges:

Charge 1. Consider establishing a new permanent meeting time, effective Fall 2019. Also consider changing meeting time for 18-19 academic year.

Charge 2. Consider revising University admission policy and procedure based on the work of the summer Admission taskforce.

Charge 3. Consider revising policy (CWUP 5-90-040 (39)) and/or adding procedure to CWUR 2-90-40 (38) to make clear that academic placement testing is required on or prior to orientation.

Charge 4. Consider revising CWUP 5-90-40 (39). To indicate that developmental coursework needs to be completed in students' first year at Central.

Charge 5. Work with Registrar's office to develop policy and/or procedure to clarify how students change their service campus.

Charge 6. Consider revisions to the academic appeals policy and/or procedure (CWUR 2-90-40 (2)) need to ensure the process is neither arbitrary nor capricious.

Charge 7. Investigate and decide if policy/procedure about mandatory midterm feedback from faculty during the quarter is required. If so, develop the policy/procedure language and justifications.

Charge 8. Make modifications to Class Attendance and Participation Policy (CWUP 5-90-040) or develop justifications for no modifications.

Charge 9. Consider revisions to warning/probation/suspension policy/procedure and craft modifications of policy/procedure to reflect these revisions.

Charge 10. Consider revisions to the academic dishonesty policy (CWUP 5-90-040(22)) and procedure to clarify the process overall and for appeals.

Charge 11. Consider developing university policy or procedure to ensure departmental policies on plagiarism and other behaviors are consistent with the student conduct code, WAC, and FERPA.

Charge 12. Consider revising CWUP 5-90-050 (6) regarding commencement participation to include students who will graduate in Fall quarter, potentially indicating eligibility by number of remaining credits until graduation rather than anticipated quarter of graduation.

Charge 13. Consider developing a policy and/or procedure for placing, communicating, and managing holds on student accounts.

Charge 14. Review academic policy and procedure for references to the old general education program and revise to be consistent with the new general education program. This was addressed, however a new issue was brought to the attention of the committee after our final meeting for the year. This has been addressed in the recommendations below.

Charge 15. Review committee procedures manual and update as required.

Added Charges.

- Final Exams. CWU 5-90-040 (36). Presented to Faculty Senate on 3/6/2019. Sent back to committee for revision.
- Transfer students without DTAs; International students; BAS students. CWUP 5-90-040 (39) and CWUR 2-90-040 (39). At Provost Council on 4/2/2019
- Revisions to Credit/No Credit Policy. CWUP 5-90-040 (17). Will go to UPAC Spring 2019.
- Catalog Policy. Approved by UPAC on 2/20/2019
- Foreign Language Requirements for Post-Bac, AS-T, and Out-of-State AS degree students. Passed UPAC on 2/20/2019

Report on the Activities of the Committee:

- Meeting Dates and Times

Fall Quarter (Classes Begin on Wednesday, September 19)

- September 27
- October 11
- October 25
- November 8
- November 29

Winter Quarter (Classes Begin on Thursday, January 3)

- January 10
- January 24
- February 14
- February 28
- March 7

Spring Quarter (Classes Begin on Tuesday, March 26)

- March 28
- April 11
- April 25
- May 9
- May 23

Minutes (Should be posted to the Web)

Motions (Motion No. and Current Status)

Charge 1. Consider establishing a new permanent meeting time, effective Fall 2019. Also consider changing meeting time for 18-19 academic year.

- Decision made to maintain the current meeting day and time for 2018-2019 and 2019-2020 academic years.
- Time adjusted to begin at 3 pm, allowing for additional time to address charges.

Charge 2. Consider revising University admission policy and procedure based on the work of the summer Admission taskforce.

- Approved by UPAC on 2/20/2019

Charge 3. Consider revising policy (CWUP 5-90-040 (39)) and/or adding procedure to CWUR 2-90-40 (38) to make clear that academic placement testing is required on or prior to orientation.

- Approved by UPAC on 2/20/2019

Charge 4. Consider revising CWUP 5-90-40 (39). To indicate that developmental coursework needs to be completed in students' first year at Central.

- Approved by UPAC on 2/20/2019

Charge 5. Work with Registrar's office to develop policy and/or procedure to clarify how students change their service campus.

- Approved by Senate on 3/6/2019
- Sent to PC on 4/2/19

Charge 6. Consider revisions to the academic appeals policy and/or procedure (CWUR 2-90-40 (2)) need to ensure the process is neither arbitrary nor capricious.

- Discussed in committee 11/29/18, 1/10/19, 2/21/19, 3/7/19
- Draft of policy change presented to committee on 4/28/19
- Discussed at 5/23 meeting. Progress has been made on revisions.

Charge 7. Investigate and decide if policy/procedure about mandatory midterm feedback from faculty during the quarter is required. If so, develop the policy/procedure language and justifications.

- Pilot being conducted.
- Work group has been established with Bernadette Jungblut as the lead.

Charge 8. Make modifications to Class Attendance and Participation Policy (CWUP 5-90-040) or develop justifications for no modifications.

- Working with Registrar's office to determine faculty friendly process.
- Discussed at 5/23 meeting.

Charge 9. Consider revisions to warning/probation/suspension policy/procedure and craft modifications of policy/procedure to reflect these revisions.

- In discussion.

Charge 10. Consider revisions to the academic dishonesty policy (CWUP 5-90-040(22)) and procedure to clarify the process overall and for appeals.

- No progress.

Charge 11. Consider developing university policy or procedure to ensure departmental policies on plagiarism and other behaviors are consistent with the student conduct code, WAC, and FERPA.

- Related to some revisions on the appeal policy, otherwise, not addressed.

Charge 12. Consider revising CWUP 5-90-050 (6) regarding commencement participation to include students who will graduate in Fall quarter, potentially indicating eligibility by

number of remaining credits until graduation rather than anticipated quarter of graduation.

- Passed UPAC on 2/20/2019
- Revised language approved by Senate on 3/6/2019

Charge 13. Consider developing a policy and/or procedure for placing, communicating, and managing holds on student accounts.

- No progress

Charge 14. Review academic policy and procedure for references to the old general education program and revise to be consistent with the new general education program.

- CWUP 5-0-040 (32) Course Requirement and CWUP 5-60-030 International Baccalaureate – Approved.
- Will consider any other policy related to general education requirements in upcoming meetings.

Charge 15. Review committee procedures manual and update as required.

- Not addressed.

Added Charges.

- Final Exams. CWU 5-90-040 (36). Presented to Faculty Senate on 3/6/2019. Sent back to committee for revision.
- Transfer students without DTAs; International students; BAS students. CWUP 5-90-040 (39) and CWUR 2-90-040 (39). At Provost Council on 4/2/2019
- Revisions to Credit/No Credit Policy. CWUP 5-90-040 (17). Will go to UPAC Spring 2019.
- Catalog Policy. Approved by UPAC on 2/20/2019
- Foreign Language Requirements for Post-Bac, AS-T, and Out-of-State AS degree students. Passed UPAC on 2/20/2019
- Reorganization Policy. Discussed in committee with feedback to FSEC on 10/11, 1/24, 2/21, and 3/28.

Items of Interest

- Work group are currently working on midterm grades.
- Good progress on academic appeals policy (Charge 6 CWUR 2-90-40 (2))

Successes

- See above charges that were completed. Successful in moving items through the Senate.
- Receptive to revisions/modifications.
- The members of this committee are hard-working and thoughtful. Everyone contributed productively.

Concerns

- There may need to be a discussion on policies and whether or not they should be retroactive. This became an issue with the Foreign Language Requirements for Post-Bac, AS-T, and Out-of-State AS degree students. The AAC can make recommendations about this, but it may need to be looked at more formally.

Recommendations

- Finalize revisions to Academic Appeals (Charge 6).
- Address foreign language requirements confusion in CWUP 5-90-030 Acceptance of Transfer Credit and CWUR 2-90-020 Undergraduate Admission
- Work with the Registrar's office to address non-attendance policy revisions
- Follow up on mid-term grades pilot/progress with Bernadette Jungblut