



University Policy Advisory Committee Minutes

Barge Hall, room 412

June 17, 2020

9:00 AM

Present:

Ex-officio non-voting: James Gaudino

Ex-officio voting: Lidia Anderson, Andreas Bohman, Eric Cheney, Kandee Cleary, Michelle DenBeste, Edgar Espino (for Mickael), Lynn Franken, Josh Hibbard, Kremiere Jackson, Joel Klucking, Rick Paradis, Linda Schactler, Walter Szeliga, Jeff Stinson, Carolyn Thurston

Ex-officio advisory non-voting: Kevin Archer, Jason Berthon-Koch, Tim Englund, Dennis Francois, Gregg Heinselman, Jill Hernandez, Bernadette Jungblut, Ediz Kaykayoglu, Gail Mackin, Shane Scott, Staci Sleigh-Layman, Pat Stanton, Sydney Thompson (for Rebecca Lubas)

Others present; Traci Klein, Rhonda Schmidt, Sarah Scott, Leah Valverde

I. Action Items

1. Action – Approval of UPAC Minutes from April 15, 2020

UPAC members endorsed the minutes from April 15, 2020.

2. Policies & Procedures – Summary sheets precede individual policies and procedures

A. Academic & Student Life – Lynn Franken:

The following academic policies/procedures were approved by President Gaudino on 4/22/2020. They are provided as information only.

CWUP 5-90-040 (37) and (42) & CWUR 2-90-040 (37) and (42) – Academic Regulations

1. CWUR 2-90-050 Graduation Requirements for Bachelor's Degrees

The commencement participation section of this procedure was revised to clarify and streamline the process through which teacher candidates finishing student teaching in Fall quarter can participate in spring commencement. UPAC members endorsed the revisions to this procedure.

2. CWUR 2-130-020 Admissions Procedure

The Admissions procedure is being revised to reflect that policies and procedures regarding graduate studies are being moved to a new section of the policies/procedures manual. UPAC members endorsed these revisions.

3. CWUP 5-50-090 Certificate Programs

Language in this policy has been revised to clarify the difference between graduate certificate programs and the teacher certification program. UPAC members endorsed these changes.

4. CWUP 5-90-010 Academic Policy

One of the roles that the Academic Affairs Committee implicitly has, is the resolution of conflict regarding, and the interpretation of, the academic policies it passes. Presently, this role is not codified in policy. The Academic Affairs Committee determined that a relatively simple addition to the existing

policy would capture the implicit responsibility and current practices regarding the AAC's role in interpreting academic policy. UPAC members endorsed the revisions to the Academic Policy.

5. CWUP 5-130-010 Definitions
6. CWUP 5-130-020 Admission
7. CWUP 5-130-030 Funding
8. CWUP 5-130-040 Transfer Credit
9. CWUP 5-130-050 Graduate Faculty and Council
10. CWUP 5-130-060 Graduation Requirements for Graduate Degrees
11. CWUP 5-130-070 Research Policy

All of the policies listed above have been vetted by Faculty Senate, Provost Council, and the Graduate Council. Existing graduate studies rules outlined in graduate school internal documents are being translated to official policies and procedures. The policies above reflect current practice. UPAC members endorsed these revisions.

B. Business & Financial Affairs – Joel Klucking:

1. CWUP 2-35-075 Reporting Behaviors of Concern

This is a new policy. It makes explicit the mandatory reporting responsibilities related to the Clery Act, Title VII, and Title IX. Each of these laws imposes a different duty to report. To make it easier for employees to know what to do, CWU has a blanket mandated reporting requirement. While this requirement has been in place for many years, there has been no explicit CWU policy to support the requirement. UPAC members endorsed the Reporting Behaviors of Concern policy.

2. CWUP 2-60(3) President's Budget Advisory Committee

Revisions to the President's Budget Advisory Committee include adding two additional academic deans and one representative from Enrollment Management to the committee. UPAC members endorsed the additions to PBAC.

3. CWUP 2-30-200 and CWUR 3-40-140 Recruitment, Retention, and Hiring

The proposed changes to this policy and procedure are a result of the work of the Workplace Diversity Plan Project, involving a broad spectrum of faculty, staff, and students. The goal of the changes is to support the university goal of increasing the diversity of staff and faculty by five percent within the next five years. The purpose of the changes is to give search committees, departments, and appointing authorities additional tools and guidance to ensure that applicant pools are diverse in support of increasing the diversity of new hires. UPAC members endorsed revisions to the Recruitment, Retention, and Hiring policy and procedure.

C. Enrollment Management – Josh Hibbard:

No policies/procedures to review at this time

D. Operations – Andreas Bohman:

No policies/procedures to review at this time

E. President's Division – Linda Schactler

No policies or procedures to review at this time