

WAYNE STATE UNIVERSITY

ACADEMIC SENATE

PROCEEDINGS OF THE POLICY COMMITTEE

April 28, 2014

Present: J. Artiss; L. Beale; V. Dallas; D. Kessel; R. MacArthur; C. Parrish; L. Romano; W. Volz; M. Winters; A. Wisniewski

Guests: Adham Aljahmi, President, Student Senate; Monica Brockmeyer, Associate Provost for Student Success; Rita Casey, Associate Professor, Psychology, Liberal Arts and Sciences; Mathew Ouellett, Associate Provost and Director of the Office for Teaching and Learning; Timothy Spannaus, Senior Lecturer, Instructional Technology, Education; Laura Woodward, Director, Testing, Evaluation and Research Services

The items marked with an asterisk constitute the Actions of April 28, 2014.

1. Update on SET Protocol Questions: Mr. Aljahmi, Ms. Brockmeyer, Ms. Casey, Mr. Ouellett, Mr. Spannaus, and Ms. Woodward serve on the 2N Student Evaluation of Teaching (SET) Committee. They attended the Policy Committee meeting to report on their Committee's progress in revising the SET form and the plans to release some of the SET data to students. Members of the 2N Committee had met with the Policy Committee in November 2013 and, based on PC's suggestions, had revised the SET questions they presented at that time.

Policy Committee members questioned the use of data if the response is so low as to not be meaningful. Data is not reported if fewer than five students respond.

Ms. Woodward is working with the office of Marketing and Communications so the data is presented clearly to students. It was suggested that there be a campaign to educate students about the use of the data. More students might complete the SET form if they understood how it is used.

Members also suggested changes in the wording of some of the questions so students are responding based on their own experience in the class.

Mr. Ouellett asked for feedback on the current draft. He will return to the Policy Committee when the next draft is ready. The 2N Committee will meet through the summer. The 2N Committee wants to release the new SET form for the winter term 2015 so students would be able to use the data when registering for the fall term 2015.

[The guests left the meeting.]

2. Report from the Chair:
 - a. The University has applied to be tutored by the Higher Learning Commission (HLC), our accrediting agency, on how to use student data on recruitment, retention, and graduation. This is a service that HLC provides; it has no bearing on accreditation. We have a lot of data but need help to use it effectively.

- b. Enrollment for the spring/summer term is down 5.5% compared with last year. Enrollment for fall 2014 is up 1% compared with last year at this time. Policy Committee members talked about the need to improve the yield of students who have been admitted.
 - c. The academic awards ceremony was held last week. The reception for the students who have received the Ph.D. or the Ed.D. is being held on April 28. Commencement ceremonies are May 1.
- 3. Budget Hearings: The budget hearings with the various units continue. Units were asked to find cuts of 3% for the 2015 fiscal year and to project how they would cut their budgets by 6% for the 2016 fiscal year. Over the two years, the University plans to cut \$21 million from the budget. Ms. Beale asked the Provost to provide the amount of money that will be cut from the academic side in FY 2015.
- 4. Peer Evaluation of Teaching Committee: A 2N committee was formed to develop guidelines for units to use in carrying out the peer review of faculty. Provost Winters reported on the membership of the Committee. Appointed by the AAUP-AFT are Robert Arking (Biological Sciences, Liberal Arts and Sciences) and Rita Casey (Psychology, Liberal Arts and Sciences). The administration appointed Gwendolen Gorzelsky (English, Liberal Arts and Sciences) and Joseph Hummer (Civil Engineering, Engineering). Mathew Ouellett (Office for Teaching and Learning) is a consultant to the Committee. John Vander Weg (Associate Provost for Academic Personnel) is the non-voting convener.
- 5 Report from the Senate President: Mr. Romano and Mr. Kessel met with the Executive Committee of the School of Medicine to discuss budgetary issues, research priorities, and how the main campus and the medical campus can work more closely. Some misconceptions were cleared up.
- *6. Proceedings of the Policy Committee: The Proceedings of the Policy Committee meeting of April 21, 2014, were approved as revised.
- 7. Board of Governors Meeting: The Policy Committee reviewed the 2013 Affirmative Action Status Report that is on the agenda for the Board of Governors Personnel Committee. They noted the need for more African-American women faculty members. Policy Committee also reviewed the report of the Division of Development and Alumni Affairs. The capital campaign will be launched in the fall. Provost Winters pointed out that donors want to know that all employees of the University have contributed to the campaign no matter the amount given.
- 8. Summer Schedule of Meetings: Policy Committee approved the schedule of meetings for the summer.
- 9. Report from Liaisons to Committees:
 - a. Faculty Affairs Committee: Ms. Beale reported that, at its meeting of April 22, the Committee again discussed faculty mentoring. The majority of the members want to survey the department chairs to learn how mentoring is handled in the departments.

- b. Budget Committee: The Budget Committee met April 28. They discussed the formation of the budget for FY 2015 and the underlying assumptions in the budget.
- 10. Strategic Plan: A steering committee is being formed to oversee the development of a strategic plan. Mr. Romano and another member of the faculty will serve on the committee. Provost Winters is forming a focus group of 10 to 15 faculty that will meet three times over the period of the strategic planning exercise. The Barthwell Group, a consulting firm, will help the University manage the process. The Steering Committee will begin meeting during the summer. At its next meeting, the Policy Committee will nominate faculty and academic staff for the focus group.

Approved as submitted at the Policy Committee meeting of May 19, 2014