

WAYNE STATE UNIVERSITY
ACADEMIC SENATE
PROCEEDINGS OF THE POLICY COMMITTEE

July 25, 2011

Present: R. Brown; V. Dallas; D. Kessel; C. Parrish; L. Romano; W. Volz;
A. Wisniewski; S. Wolfson; J. Woodyard

Absent with notice: R. MacArthur; A. Vlasopolos

Guests: Mark Jacek, Academic Records Manager; Kurt Kruschinska, Associate Registrar

The items marked with an asterisk constitute the Actions of July 25, 2011.

- *1. Policy Committee Proceedings: The Proceedings of the Policy Committee meeting of June 27, 2011, were approved as revised.

[Provost Brown arrived at the meeting.]

2. Changing Grades: Mr. Jacek and Mr. Kruschinska were invited to the meeting to discuss the process for changing a grade based on the appeal by a student. Mr. Jacek explained the process for changing a grade. Each school/college has a policy. Members of the Policy Committee thought the University should have a standard policy. The Provost will arrange for a procedure to develop a uniform University policy for grade appeals.

[Mr. Jacek and Mr. Kruschinska left the meeting.]

3. Report from the Chair:

- a. Provost Brown updated the Policy Committee on the searches for the Dean of Liberal Arts and Sciences, the Dean of Fine, Performing and Communication Arts (FPCA), and the Dean of Social Work. Barbara Redman, Dean of Nursing, will chair the search committee for the Dean of Liberal Arts and Sciences. The Board of Governors is expected to act on the appointment of the Dean of FPCA this week. The Provost will initiate the search for the Dean of Social Work in about one month.
- b. A committee is being formed to conduct the search for the Coleman A. Young Chair. At the request of the Provost, Policy Committee nominated a faculty member to serve on the search committee.
- c. The University is purchasing new software, Concur, for travel reimbursement. It uses the federal government's reimbursement system. The Policy Committee would like the full Senate to see a presentation of the new system.
- d. The federal government did not renew the grant for Academic Pathways for Excellence (APEX), a group of programs that provides remedial support to students. Monica Davies is the new director of APEX, with the reporting line being moved to Jerry Herron, Dean of the Honors College. [Please see page 3 of these Proceedings for the correction of this item.]

- e. The Retention Implementation Task Force Report called for the hiring of 15 advisors each year for three years. Before hiring the new advisors, consultants will look at our current system. A member of the Policy Committee believes it is important to have academic oversight over central advising.
 - f. The Huron Consulting Group is at the implementation phase of their work. The Provost explained some changes that are being made in Purchasing. The Division of Research will not be reviewed by the Huron Group at this time. However, the Policy Committee members felt it was important for the Research office to be reviewed since there have been many concerns about the support for research projects by this division.
 - g. The group looking at admissions standards has submitted its report to President Gilmour. He has suggested revisions and those are being made. A Policy Committee member spoke about the need to review the scholarly research about the programs that have proven successful for at-risk students. The Provost said that the University has looked at the literature and best practices at other institutions.
 - h. Provost Brown has asked Deans to be strategic in their hiring of faculty.
 - i. Provost Brown will be hiring an Associate Provost for Student Affairs. The areas such as Undergraduate Admissions, the Dean of Students, Financial Aid, Counseling and Psychological Services, will report to the new Associate Provost. The Provost asked the Policy Committee to nominate two faculty to serve on the search committee.
 - j. The Provost will hire someone to oversee the retention efforts; that person will report directly to the Provost.
 - k. A search will be conducted to hire a permanent Director for the Office for Teaching and Learning. The OTL is now reporting directly to the Provost.
 - l. In the fall, the Provost will form a committee for the purpose of increasing the University's on-line class offerings.
4. Guideline for Faculty-Student Compacts: The Policy Committee received the comments of the Research, Curriculum and Instruction, and Faculty Affairs Committees on the proposed *Guideline for Creating Faculty-Student Compacts*. Because the Faculty Affairs Committee had the most extensive comments of the committees, Policy Committee referred the proposed *Guideline* back to the FAC asking the members to modify it so that it is a more suitable document.
5. FY 2012 Budget Summary: A Policy Committee member analyzed some of the data in the FY 2012 Budget approved by the Board of Governors. Policy Committee will ask either the co-chairs of the Blue Ribbon Task Force on Budget Cuts or the Academic Senate Budget Committee to present to the Senate the process and the outcome of the deliberations for the FY 2012 Budget.

[Provost Brown left the meeting.]

- *6. Search Committee for the Director of the Office for Teaching and Learning: Policy Committee confirmed its nomination of faculty to serve on the Search Committee for the Director of the Office for Teaching and Learning.

7. Committee Minutes: The Policy Committee received the minutes of the Curriculum and Instruction Committee meetings of November 18, 2010, January 20, 2011, February 17, 2011, and April 14, 2011.
- *8. Annual Report of the Curriculum and Instruction Committee: The Policy Committee received the Annual Report of the Curriculum and Instruction Committee for the 2010-2011 academic year and forwarded it to the Senate for information.
9. Committee Assignments: Policy Committee began the process of appointing members to the Academic Senate committees and selecting the Chairs of the committees for the 2011-2012 academic year.

Approved as submitted at the Policy Committee meeting of August 8, 2011

After these Proceedings were approved and distributed electronically to the members of the Senate, we were notified that the statements in item 3.d. were incorrect. The correction is as follows:

3. d. The U.S. Department of Education did not renew the grant for Student Support Services, which is part of APEX (Academic Pathways for Education). The Student Support Services program and the Educational Talent Search Program will be ending on August 31, 2011. The other programs that are part of APEX will continue. Henry Robinson continues as the Director of APEX. Monica Davie is taking a lead in the day-to-day operation of the Division of Continuing Education, which is part of APEX.