

WAYNE STATE UNIVERSITY
ACADEMIC SENATE
PROCEEDINGS OF THE POLICY COMMITTEE

September 12, 2016

Present: J. Artiss; L. Beale; V. Dallas; D. Kessel; C. Parrish; L. Romano; B. Roth;
N. Simon; W. Volz; K. Whitfield; A. Wisniewski

The items marked with an asterisk constitute the Actions of September 12.

Guest: John Vander Weg, Associate Provost for Academic Personnel

- *1. Selection of Members for the General Education Oversight Committee: Provost Whitfield and the Policy Committee jointly selected the faculty to serve on the GEOC for the term August 2016 to August 2019. Mr. Vander Weg participated in the selection.

A current member of the GEOC whose term expires in August 2018 has to be replaced because he is now in an administrative position. Policy Committee asked that, as has been past practice, the vacancy be filled now so the membership is complete rather than waiting until the selections are made later in the fall for the 2017-2020 term.

[Mr. Vander Weg left the meeting.]

2. Report from the Chair:

- a. Provost Whitfield said that the process developed to verify students' participation in courses was a pilot program, but it has worked quite well. Ninety-three percent of students have confirmed their participation in at least one course. The reports for 80% of the courses have been submitted. The deadline for submission is 5:00 p.m. September 13, which is also the census date.

Members reported some problems with the process. One member explained that students often do not have the clickers to report their attendance until the third week of classes. Instructors of large classes were to be given a PIN number for students to use to verify their attendance. Also, there was some confusion in at least one school where students must register for classes earlier than the date when they are to verify attendance. Some instructors may not be aware that verification of a student's participation is necessary for the student to receive federal financial aid. Students who dropped a class and added a different class late in the time allowed for dropping and adding classes and for the verification process might not have been recorded as participating in the added class. There was concern that students might be dis-enrolled due to errors. There is a process to re-enroll students. A member noted that faculty, advisors, and staff need to know the process for students to re-enroll.

Ms. Simon mentioned that a survey of faculty would be conducted to find out what worked well and what needs to be changed. The Provost said that this term the process was a trial run; improvements will be made in subsequent terms.

- b. The first search for the Associate Vice President for Budgets and Planning failed. The duties of the position were expanded and the search will be reopened.
3. Report from the Senate President:
- a. Final enrollment for the fall term is not known yet but, based on the figures that are available, undergraduate enrollment in the College of Liberal Arts and Sciences is down about 5% compared with fall 2015.
 - b. Mr. Romano serves on the Sesquicentennial Celebration Committee. He asked how faculty should participate in the celebration. It was suggested that a lecture or a series of lectures be held. One suggestion was that lectures might involve events in the history of the University or the history of Detroit.
- *4. Proceedings of the Policy Committee: Policy Committee approved the Proceedings of its meeting of August 22, 2016, as submitted.
5. Open Pathway Quality Initiative Report: Policy Committee received the report submitted to the Higher Learning Commission about the University's accomplishments in its initiative to improve undergraduate academic advising. The components of the initiative were: (1) the hiring of academic advisors that improved the student-advisor ratio; (2) implementation of an Academic Advising Training Academy to support advisors; and (3) development of on-line tools to support advising. Policy Committee members informed Provost Whitfield of some of the problems that were encountered in the hiring and training of advisors.
- Policy Committee and the Provost discussed the work of some consulting firms that assist universities to improve retention and graduation rates, particularly for at-risk students. They also discussed problems within the University that may impede students' completing their degrees.
6. Responsibility Centered Management: The Medical School is being moved to a budget model similar to the responsibility centered management (RCM) model
7. Graduate Faculty Status: Last academic year, some faculty and Department Chairs said that they had not been given the opportunity to request criteria specific to their disciplines to be used in determining who would be given graduate faculty status. The Policy Committee had asked Graduate School Dean Ambika Mathur to give the units another opportunity to submit criteria. In the new time period, only one department submitted a request to the Graduate School. One member of the Policy Committee objected to the fact that the new time period was from May to August 31 when many faculty are not on campus.
8. Topics for Senate Committees: Mr. Romano drafted a list of topics that the Senate's committees might address this academic year. Other members of the Policy Committee added items to the list.

9. Awarding of the Title of Distinguished Faculty: Provost Whitfield forwarded to President Wilson, for his approval, a policy to use in the awarding of the title Distinguished Faculty.
10. Awards: Policy Committee and the Provost talked about awarding faculty for scholarly work and for University service.

Approved as revised at the Policy Committee meeting of September 19, 2016