

## WAYNE STATE UNIVERSITY – ACADEMIC SENATE

### Official Proceedings

April 3, 2013

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**Members Present:** Rodger D. MacArthur, Chair Pro-tem; Louis J. Romano, President, Academic Senate; Basim Asmar; Ivan Avrutsky; Linda Beale; Paul Beavers; Abhijit Biswas; David Cinabro; Victoria Dallas; Nabanita Datta; Donald DeGracia; Heather Dillaway; Cheryl Dove; Karen Feathers; Maria Ferreira; Jane Fitzgibbon; Moira Fracassa; Andre Furtado; Ewa Golebiowska; Avril Genee Holt; Renee Hoogland; Michael Horn; Li Hsieh; Maik Huttemann; David Kessel; Lawrence Lemke; Brian Madigan; Kypros Markou; James Martin; Howard Matthew; Michael McIntyre; James Moseley; Abhilash Pandya; Victoria Pardo; Charles Parrish; Debra Patterson; Alexey Petrov; Elizabeth Puscheck; Daniel Rappolee; Robert Reynolds; Michele Ronnick; Brad Roth; Linea Rydstedt; Heather Sandlin; Ghulam Saydain; Naida Simon; William Slater; James Sondheimer; Ronald Thomas; Ellen Tisdale; Ricardo Villarosa; William Volz; Judith Whittum-Hudson; Jeffrey Withey; James Woodyard; Lee Wurm

**Members Absent with Notice:** Barbara Bosch; Tamara Bray; Mary Cooney; Judith Fouladbakhsh; Judith Fry-McComish; Nancy George; Kafi Kumasi; Liza Lagman-Sperl; Bryan Morrow; Jennifer Sheridan Moss; Patrick Mueller; T. R. Reddy; Mary Sengstock; Richard Smith; Beena Sood; Karen Tonso; Anca Vlasopolos; Mary Width

**Members Absent:** Lisa Alexander; Jennifer Beebe-Dimmer; Randall Commissaris; Jason Mateika; Jeffrey Potoff; Senthil Sundaram; Harley Tse; Derek Wildman

**Others Present:** Gloria Heppner, Associate Vice President for Research; Alan Jacobson, Office of Budget, Planning and Analysis; Geraldine Johnson, TRIO; Tahrima Khanom, Office of the Academic Senate; Corinne Webb, Associate Vice President for Enrollment Management; Angela Wisniewski, Office of the Academic Senate

**CALL TO ORDER:** This regularly scheduled meeting of the Academic Senate was called to order at 1:35 p.m. by Rodger MacArthur, the Vice Chair of the Academic Senate. The meeting was held in the Bernath Auditorium in the Undergraduate Library.

#### I. ENROLLMENT

Associate Vice President for Enrollment Management Corinne Webb attended the meeting to update the Senate about fall 2012 and winter 2013 enrollment, to report some characteristics of the students who entered in the fall 2012, to give an update on the new student admissions profiles and figures for fall 2013, and to talk about some attrition factors and some risks to our enrollment base.

The University experienced a decrease in enrollment of undergraduate, graduate, and professional students in fall 2012 compared with fall 2011. Comparing winter 2013 with winter 2012 shows a decline in both new and continuing students in the three categories with the greatest decline in continuing students. Students step out, not drop out, of the University for a semester or longer, and then they return.

In the fall term 2012, 63% of the students were full-time. The average credit load was 10.7 credits and the average age was 26. Ninety-one percent of them are Michigan residents, 32% are minority students, and 71% of the students receive some type of federal, state, institutional, or private aid. During the 2011-2012 academic year, the University graduated 5,591 students.

The yield of first time in any college students (FTIACS), i.e., those who were admitted compared with those who applied, for fall 2012 was 29%. Wayne State must be more aggressive in increasing its yield. The more engaging the University can be between the time students are admitted and the time they enroll the better will be the yield. Students have many choices. The University must ensure that students are contacted, that the information they receive is complete, that they receive their financial aid award letter in the same timeline as WSU's competitors, that they are invited to orientation, and receive phone calls encouraging them to enroll. If students do not enroll at orientation, they should be called to find out why. The colleges and academic programs that students have selected should engage with them throughout the summer.

Wayne State has received 13,467 applications from FTIACS for the fall semester 2013. Applicants are encouraged to notify the University of their acceptance by May 1, the national reply date for FTIACS. Of the 7,859 students who were admitted, 1,021 have accepted as of April 3. Ms. Webb projected that enrollment of new students would decrease for fall 2013 due to the new admission standards. The goal is 2,150 FTIACS.

Enrollment Services is working with the APEX Bridge Program in providing the holistic review. The students selected will be invited to attend the summer bridge program. Those who satisfy the summer curriculum will be admitted as FTIACS in the fall. The students in the summer bridge program are non-degree-seeking students and are not eligible for financial aid.

There are new admissions guidelines for transfer students. In the past students had to complete 12 credits and have an honor point average of 2.0. Now they must have completed 24 credits and have an honor point average of 2.5. If students do not meet these requirements, their records will be evaluated according to the new FTIACS guidelines.

Ms. Webb explained some of the enrollment and retention risks. There are many web sites that publish data from the Integrated Postsecondary Education Data System (IPEDS). As an institution that administers federal financial aid, Wayne State is required to submit data to the federal government on a host of measures. The government is publishing metrics of various outcomes: cost, graduation rate, the average amount of money that students borrow and the monthly repayment.

As mentioned earlier, 71% of WSU's students receive some type of financial aid. Of that group, the overwhelming majority receive federal aid. Any student who receives a Pell Grant, a Federal Supplemental Education Grant, a Perkins Loan, a Subsidized Direct Loan or an Unsubsidized Direct Loan must demonstrate satisfactory academic progress. Students must complete 67% of the courses for which they registered and they must end the semester in good academic standing. If students exceed 150% of the credits needed for their degrees, the federal government will no longer provide financial aid. Failure to meet satisfactory academic progress does not prevent a student from registering but the government will not provide financial support. In fall 2012, 1,486 students failed satisfactory academic progress. The University must analyze the students' academic progress every semester. Of the students who did not meet satisfactory academic progress 726 did not return in the winter. The others found another source of funding.

The government expects students who receive federal financial aid to attend class and to complete the semester. In the event that the student is enrolled full-time at census the Financial Aid Office makes sure that the student receives aid based on their full-time status. The University informs the government that the student is full-time. If at any point during the semester the student drops all of his/her courses up to 60% into the semester, the University must immediately calculate the number of days that the student was enrolled in class. If a student taking four courses drops three of them, the calculation does not have to be made. If the student drops the fourth class, the University has to calculate the number of days the student attended any class and how many days the student was not in class. The student keeps the percentage of aid for the classes attended. To the extent that the student did not earn the balance of the

award, the University must return the unearned financial aid to the government within 45 days and the student is to repay the University.

At the end of the semester, the University has to check unofficial withdrawals. If, at the end of the semester, the student has a pattern of grades that suggests he/she did not finish or earn credit, it must be demonstrated that the student was in class. For example, a student might receive an I, an F, or a W, which are marks that indicate the student was not in class. A message is sent to the instructor asking what the last date was that the student attended class. If the student had four instructors and none respond, the government requires the University to apply a 50% return to the student. If one instructor responds that the last time he/she saw the student was beyond 50% of the term, the student keeps the aid. In November 2012, 2,880 students indicated they wanted to drop a course, and 3,990 requests to drop classes were made to faculty. The faculty denied 0.1% or 37 of the requests; the others were approved and the students dropped their courses. The records of 1,142 students were reviewed. The University had to return some portion of the aid given to 649 students totaling \$1.3 million. Of the 1,142 students who came under this review, 724 did not return in the winter. The total aggregate loan amount owed by those 724 students is \$13.2 million. The students have to repay the government. They are given a six-months grace period with the first payment being due July 1. The government does not care whether or not student has a job; it expects them to pay, and if they do not pay in nine consecutive months, they will be in default.

Another attrition factor are academic holds. Academic holds are put on to prompt the student to see an academic advisor or the instructor to complete work or to get the advice they need to remain in good standing. There is also a financial hold that can be put on the record. That hold is not the same as the financial aid hold. The financial hold means that the student owes the University money. Many individuals have the authority to put an academic hold on a student's ability to register for classes. In November 2012, at the start of registration for the winter 2013 term, 5,046 of 28,938 students had an academic or student-account-balance hold. By the winter term census date, 1,474 students had financial holds, and they could not enroll for the winter term.

At the end of the fall term 2012, 11.7% of the undergraduate students who were enrolled had a cumulative GPA below 2.0 and 4.7% of the graduate students had a cumulative GPA below 3.0.

Of the 26,830 undergraduate and graduate students enrolled in fall 2012, 4,232 or 16% had one of the

factors that contribute to attrition. They did not make satisfactory academic progress, they owed money for the Federal Title IV funds they received due to withdrawals, they have an academic hold or a financial hold, or they have GPAs that are too low. Some students have more than one of these factors. One thousand nine hundred sixty-three of these students did not enroll in the 2013 winter term.

Knowing the factors that affect student retention, the University can develop pro-active strategies to provide support and help them complete their degrees. Pro-active strategies include informing students of the academic and financial consequences of withdrawing. An on-line communication about the consequences is embedded in the financial aid package but students may not understand it. Ms. Webb's office is in the final stages of developing the S.M.A.R.T. Audit, which would be triggered the first time in a semester a student goes to Pipeline to attempt to withdraw from a course. S.M.A.R.T. stands for satisfactory academic progress, money, academic record, repay, and time to degree. Currently students go to Pipeline and submit a request to the instructor to withdraw from a class. The instructor either approves or denies the request. Ms. Webb is proposing that the first time in a semester that students go to Pipeline seeking approval from the instructor to withdraw from a course that a hold be placed on the student's record. The student will have to meet with an advisor who will conduct the S.M.A.R.T. Audit. The advisor will review with the student his/her current academic status, current financial aid status, whether he/she has a plan of work and an academic advisor, if the student has checked his/her degree audit plan, and whether the student has a major. The audit will include informing the student about the satisfactory academic progress policy and how dropping a course or courses would affect his/her academic status. The rules about returning federal aid funds would be explained as well as the fact that the student would be barred from enrolling in a class the next semester. The audit would include the student's lifetime loan indebtedness. The advisor will check if the student's current account is in arrears. The student will be advised of the next steps to take. This information will be given to the student and the hold will be lifted. The student may proceed with the withdrawal process. The audit should take about 20 minutes. It is hoped that students will think more carefully about dropping courses and the number of dropped courses will decrease. New staff will be needed to perform the audits. The current staff are enthusiastic about the new procedures because they see the need for them.

Another pro-active strategy would be to have the consultative bodies revisit the drop and withdrawal policies. Students are able to drop a course between

weeks three and four and the course never appears on the transcript; there is no record of the registration or the drop. This is a regulatory problem that has to be addressed. If financial aid was dispersed for 12 credits, the Financial Aid Office has to prove that the student registered for 12 credits. The only official record a federal auditor sees is the academic transcript. The second policy that needs attention is the number of courses that a student can drop. There is no academic liability for students when they drop courses. They are able to drop as many courses as often as they want. With the cost of education and loan indebtedness this policy should be revisited. The return of financial aid to the government puts pressure on the University to change this practice. Ms. Webb also thinks the University might revisit the academic standing policy that is based on the cumulative grade point average. The term GPA could be an early signal that intervention is needed.

Mr. Furtado was concerned about not allowing some students to drop courses when they are unprepared and unable to handle the course work. Ms. Webb said that it is always the instructor's prerogative to allow students to drop a class but it is helpful to conduct the audit before they withdraw.

A member suggested that Enrollment Services might carry out a pilot program for the S.M.A.R.T. Audit. Ms. Webb will look into the possibility of having a pilot program in the spring/summer term.

## II. APPROVAL OF THE PROCEEDINGS OF THE ACADEMIC SENATE

It was MOVED and SECONDED to APPROVE the Proceedings of the Academic Senate meeting of March 6, 2013. PASSED.

## III. REPORT FROM THE SENATE PRESIDENT

### A. Report and Announcements

#### 1. Research Compliance

At the last meeting, the Senate asked Phil Cunningham, the Assistant Vice President for Compliance in the Division of Research, to provide statistics about complaints of scientific misconduct and whether persons under review for such a charge would be able to remove one of the members of the review committee. Mr. Romano wrote a follow-up memo to Mr. Cunningham seeking the information.

## 2. Presidential Search

The presidential search is proceeding on schedule. A number of extremely well qualified candidates have been identified.

## 3. Department of Clinical and Translational Science

Robert Sokol sent a message that the Department of Clinical and Translational Science, which he chaired, was being dissolved. It was formed to aid in the University's attempt to get a clinical and translational research award from the National Institutes of Health. It was set up to report directly to the Provost. The decision to dissolve the Department was made with very little consultation with the academic side of the University. The Senate's Budget Committee invited Dr. Sokol to its next meeting to discuss the process used to dissolve the Department and what the savings are expected to be. Deputy President Vroom said that the University expects to save \$1 million, but Mr. Romano thought that estimate was too high because the tenured faculty would return to the departments where they hold tenure.

## 4. The Graduate Council

Mr. Romano is the Senate's liaison to the Graduate Council. Ambika Mathur, the Interim Dean of the Graduate School, has requested an increase in the School's budget to hire someone to manage data for tracking graduate students after they have completed their degrees. The federal government requires universities that receive grants to track their graduates for 15 years after graduation. Wayne State is far behind in fulfilling the requirement.

## 5. Appointment of the Interim Provost

President Gilmour announced the appointment of Margaret Winters to the position of Interim Provost..

## 6. Motion regarding Consultation

Mr. Romano commented that the Policy Committee had asked that faculty be consulted in the selection of the Interim Provost, but they were not consulted.

Mr. DeGracia asked if the Senate could make a statement registering its disapproval of the lack of consultation in the appointment of an Interim Provost. Mr. Romano noted that the lack of consultation is an ongoing concern. As a member of the presidential search committee he considers the administration's consultation with faculty a high priority when hiring a president.

Mr. Woodyard MOVED that the Academic Senate express its disapproval that the position of Interim Provost was filled without consultation with the members of the Senate or with faculty. The motion was SECONDED.

Mr. Parrish MOVED that, rather than formulating a motion on the floor, the Senate refer the question to the Policy Committee. Mr. Parrish supported the motion, but believed it needed to be worded carefully. The motion could be returned to the Senate for action at a later date.

Mr. McIntyre SECONDED Mr. Parrish's motion. The Senate, he said, should separate the lack of consultation from the candidate who was selected and this could be done best with more consideration than could be accomplished on the floor of the Senate.

It was decided that the Policy Committee could formulate a resolution without returning to the Senate.

Mr. Petrov asked if the faculty, in the past, had been consulted about the appointment of an Interim Provost. Although Mr. Romano did not think faculty had been consulted, there was ample time to consult this time because the process extended over a long period of time.

Mr. Woodyard accepted Mr. Parrish's motion as a friendly amendment. The vote to adopt the friendly amendment was taken. PASSED. The vote to adopt the amended motion was taken. PASSED. The resolution is as follows:

### Resolution

WHEREAS faculty consultation and shared governance is a key part of a university and is required in the Wayne State BOG statute 2.26.04.110, and

WHEREAS there is a long history at Wayne State of faculty and academic-staff participation in the selection of academic administrators, and

WHEREAS the appointment of an Interim Provost was made without consultation with the Academic Senate, faculty, or academic staff,

BE IT RESOLVED THAT

The Academic Senate notes its disappointment in the lack of a regularized consultation process with the faculty and academic staff when the new Interim Provost was appointed. The Academic Senate is the appropriate governance body that should be

consulted regarding academic matters, and we urge the University administration to properly consult with this body in the future whenever academic administrators are appointed.

#### 7. Eileen Trzcinski

Eileen Trzcinski, a long-time member of the Senate from the School of Social Work, died last week. On behalf of the Senate, Mr. Romano will send a letter of condolence to her family.

#### B. Proceedings of the Policy Committee

The Academic Senate received the Proceedings of the Policy Committee meetings of February 25, 2013, and March 18, 2013. They are attached to these Senate Proceedings as Appendix A.

#### IV. ELECTION OF THE PRESIDENT OF THE ACADEMIC SENATE FOR THE 2013-2014 ACADEMIC YEAR

Mr. Woodyard, the Chair of the Elections Committee, reviewed the information in the Bylaws about the election and the duties of the Senate President.

Mr. Romano accepted nomination prior to the meeting. The floor was opened for additional nominations. There being none, it was MOVED and SECONDED that nominations be closed. PASSED.

Mr. Romano was asked to make a statement. He reviewed issues with which the Senate dealt this past year. It appeared that the Graduate School and the Research Office would be combined but the Senate intervened and they will remain separate entities. The faculty who serve on the presidential search committee are insisting that the new President have academic values and understand what that means in a university. Policy Committee has discussed with the administration the importance of shared governance and consultation and Mr. Romano thinks progress is being made. Faculty serve on a committee that is looking at the plans for new facilities. It is hoped they will have an impact on the decisions. Mr. Romano will continue to try to work constructively with the administration so they are aware of the faculty's views. The administration, he said, does not have to follow the recommendations of the Senate but it has to seek consultation before a decision is made. Next year the Senate will continue to work to improve on-line education, working with Mathew Ouellett, the new Associate Provost and Director of the Office for Teaching and Learning. The Senate will continue to follow the efforts to retain students. Mr. Romano is hopeful that under Ms. Webb's leadership the retention rate will improve. The Senate will work with the administration to improve the University's research standing.

Mr. Romano thanked the Senate members for their service on the Senate and on the Senate's committees. He also expressed appreciation to the faculty and academic staff who serve on ad hoc committees. The Senate keeps insisting that the administration listen to the faculty and academic staff so we have to be willing to serve on committees.

Ms. Beale MOVED that the Senate elect Mr. Romano by acclamation. SECONDED.

Mr. MacArthur recognized Mr. McIntyre, who made the following comments. "I want to comment on what an extraordinary job Lou has done for the Senate. This is a very difficult job. As Chair of the Budget Committee I've had the opportunity to work with Lou on very large issues although they are a very small part of his portfolio. I am amazed at the energy, the enthusiasm, and the unswerving devotion to this body that Lou has demonstrated throughout this process. He's dogged, he's smart, and he's inventive. I really think that we need to understand what an enormous resource the Senate has and how lucky we are to have him as a candidate for President."

Mr. Romano was RE-ELECTED BY ACCLAMATION.

#### V. MATTERS SUBMITTED BY THE POLICY COMMITTEE

##### A. Proposal to Amend the Bylaws

Mr. Romano introduced the proposed amendment. At times the Senate Office has had difficulty getting the five nominees required to hold the election for members-at-large. The Policy Committee is recommending that Article IV, Section 3 of the Bylaws be amended to allow dispensation of the rule if necessary.

Article IV, Section 3 now reads:

##### Section 3. Nominations

Nominations for members-at-large shall be made by petition signed by at least ten eligible voters representing two or more colleges, schools, or divisions of the University which are represented in the Academic Senate as prescribed in Article III, Section 2 above. No faculty member may sign more nominating petitions than there are offices to fill. The Elections Committee shall make additional nominations if necessary to bring the total up to five persons when the number to be elected is two, and twice the number to be elected when that number is more than two.

The proposed amendment would add the following sentence:

If the Elections Committee is unable to identify sufficient additional persons willing to run for election, the member-at-large election can be held with fewer than five persons.

Asked why people are unwilling to run, members cited the fact that faculty are not rewarded for service or may find it difficult to obtain the ten signatures needed for nomination. Ms. Whittum-Hudson suggested that signatures be submitted electronically. That suggestion could be considered, but, Mr. Romano said, it was separate from the one addressed in the proposed amendment. It was also suggested that eliminating the language that five candidates are needed to hold an election would solve the problem. Mr. Romano said that the Policy Committee wants five candidates to stand for election, but if the Elections Committee could not find five nominees, the proposed amendment permits the election to be conducted. Mr. Reynolds mentioned that the College of Liberal Arts and Sciences had a similar problem but when they eliminated the requirement for signatures, they were able to get a sufficient number of candidates. Mr.

Reynolds did not want the number of candidates to be reduced. Mr. Romano will take Mr. Reynolds's suggestion to the Policy Committee.

It was MOVED and SECONDED to TABLE the proposed amendment to the Bylaws. PASSED.

#### VI. REPORT FROM THE CHAIR

Mr. MacArthur announced that on April 10 and 11 there would be an open house and tour of the newly renovated classrooms on the fourth floor of State Hall. He toured the classrooms and found them to be impressive. He encouraged everyone to take advantage of the opportunity to see the new facilities.

Respectfully submitted,



Louis J. Romano  
President, Academic Senate