

**Minutes of the Student Affairs Committee
November 11, 2008**

Present: Cheryl Dove, Michele Ronnick, Brad Roth, Anthony Sacco, Mary Width, Vicki Dallas, William Slater, David Strauss, James Gale, and Naida Simon

Absent with Notice: Barbara Jones and Renee Van Stavern

Two issues were discussed at the meeting: (1) The Center for Academic Excellence in National Security Intelligence Studies (CAE) and (2) Should the Last Day to Withdraw From Class(es) be changed.

I. The Center for Academic Excellence: Mr. Roth led the discussion on the CAE. The basic problem was that this center was not vetted by any Wayne State group. It appears that the Center is neither a center nor is it academic. Several questions were raised:

1. Does this money (\$500,000) go through the Grants Office? (Yes)
2. Does the university recover indirect costs? (No)
3. Is there a real budget for the Center? (Yes)
4. How many students are enrolled in the program? (35 students)
5. Would it be possible to speak with students enrolled in the program or who have graduated from the program? (Yes, but students would have to be asked first for permission to contact them.)

The issue was raised whether or not this program was curricular or co-curricular. The Student Affairs Committee felt that there needs to be an approval benchmark before anything can call itself a center. There was consensus on establishing criteria for such programs in the future.

There was also concern expressed about the Center's summer program and its ability to give continuing education unit credits (CEU). Did CAE go through the process to get the CEU credits approved? The Chair will check with the program's director Michelle Reaves to obtain the necessary answers. (Yes CAE went through the CEU process at WSU).

The Chair met with Thompkins and Reaves and the answers to questions in red.

2. The Last Day to Withdraw: In the discussion on changing the last day to withdraw from classes the following items were raised:

1. Agreement was reached to change the date to earlier in the semester. Consensus was not to interfere with the student's financial aid. The agreed upon date was the end of the ninth week.
2. Give the instructor more notice than is currently required. The committee wants to expand the window in which the faculty can respond to the request.

It was decided that the committee would carry this item over to the next meeting in December to allow Barbara Jones to answer questions concerning financial aid implications. For those members not in attendance, a copy of the withdrawal schedule and data from the Registrar's Office will be delivered under separate cover in hard copy.

The next meeting will still be held on Thursday, December 11 from 2 – 4 pm. Tim Michael, the Director of Housing, will be our guest.

As approved at the Student Affairs Committee meeting of December 11, 2008