

WAYNE STATE UNIVERSITY  
ACADEMIC SENATE  
PROCEEDINGS OF THE POLICY COMMITTEE

December 14, 2015

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

Absent with notice: L. Beale

Guest: John Vander Weg, Associate Provost for Academic Personnel

The items marked with an asterisk constitute the Actions of December 14.

1. Article XXX Committees: Prior to the regular meeting, the Policy Committee met without the Provost to identify the members of the faculty and academic staff whom they would like to serve on the university-wide committees formed according to Article XXX in the Agreement between the University and the AAUP-AFT.

[Provost Winters and Associate Provost for Academic Personnel Vander Weg joined the meeting.]

- \*2. Agenda for the Senate Meeting: Policy Committee finalized the agenda for the Academic Senate meeting of January 13, 2016.
- \*3. Selection of the Members of the Article XXX Committees: Provost Winters and the Policy Committee jointly selected the members of the Academic Staff Tenure and Promotion Committee, the Excellence in Teaching Awards Committee, the Academic Staff Professional Development Committee, the Sabbatical Leaves Committee, the Educational Development Grant Committee, and the University Research Grant Award Committee. Mr. Vander Weg participated in the selection process.

[Mr. Vander Weg left the meeting.]

4. Report from the Chair:
  - a. Commencement: Provost Winters thanked Victoria Dallas, William Volz, and Brad Roth for representing the faculty at the December commencement ceremony.
  - b. MATH Competency: A small committee is being formed to write a competency examination for Mathematics 1000. In April the test will be given to a group of students to validate it. It should be available for all students beginning in the spring/summer term. Policy Committee questioned whether the test was intended to only fulfill the general education competency requirement or if it also is intended to be the placement exam for STEM students.
5. Centers and Institutes: The members of the Centers and Institutes Advisory Committees had been asked to revise the budget form that directors complete when establishing a new center or institute or when seeking a renewal of the charter. That has not been done.

Proceedings of the Policy Committee – December 14, 2015

6. Advising: At an earlier meeting, Policy Committee recommended that when students are notified through the Early Academic Assessment (EAA) program that they are performing at the C- level or lower that the advisor and the Department Chair also be notified. The advisor could contact the students to find out what they are doing to improve their grades and could intervene, if necessary. The implementation is in progress.

Policy Committee also suggested that two other notifications be sent to advisors. One would notify the advisor if students register for courses for which they have not had the pre-requisite. The advisor also would be notified if, after having registered, students changed the course for which they registered. Notification would not be sent if the students drop a course but add the same course at another time. Notification would be sent if students dropped a course and added a different course. Ms. Simon said that the modification could be made.

- \*7. Proceedings of the Policy Committee: The Committee approved the Proceedings of its meeting of November 23, 2015, as submitted.

---

Approved as submitted at the Policy Committee meeting of January 11, 2016