

WAYNE STATE UNIVERSITY  
ACADEMIC SENATE  
PROCEEDINGS OF THE POLICY COMMITTEE

April 16, 2012

Present: L. Beale; V. Dallas; D. Kessel; R. MacArthur; C. Parrish; L. Romano;  
A. Vlasopolos; J. Woodyard

Absent with notice: R. Brown; W. Volz

In the absence of Provost Brown, Mr. MacArthur, the Vice Chair of the Senate, chaired the meeting.

The items marked with an asterisk constitute the Actions of April 16, 2012.

1. Institute of Environmental Health Sciences: Mr. MacArthur is chairing the subcommittee of the Type II Centers and Institutes Advisory Committee (CIAC-II) that is reviewing the Institute of Environmental Health Sciences. The review, he told Policy Committee, is completed, and the subcommittee is considering its recommendation. There was some concern whether the report could be reviewed by the entire CIAC-II before the end of the academic year. Mr. Romano said that if it was not possible to complete the work this term, it could be held over until the fall. Policy Committee members discussed how to determine if centers/institutes are successful. Mr. Romano noted that a center/institute should be able to document the progress it has made since its previous review.
2. Report from the Senate President:
  - a. Mr. Romano will serve as moderator at President Gilmour's Town Hall on April 18.
  - b. The Graduate Council will discuss the 2N committee for the search for the Dean of the Graduate School.
  - c. At its April 2, 2012, meeting the Policy Committee discussed the report of the Faculty Affairs Committee "Management of Student Publications." The information that the Policy Committee has received is that generally the copyright for a thesis or dissertation belongs to the student. The Committee will try to get more information about a student's right to publish a thesis and the rights of the faculty and other students who have contributed to the work.
  - d. Policy Committee agreed that Mr. Romano should ask the Chairs of the Senate committees to give brief reports of their committees' work to the Senate at the May meeting.
- \*3. Proceedings of the Policy Committee: The Proceedings of the Policy Committee meeting of April 12, 2012, were approved as submitted.
4. STARS: Ms. Dallas explained that the Student Tracking, Advising, and Retention System (STARS) has an advising function, a faculty function, and a report function. She demonstrated how to use the system. The advising function gives access to a student's grades, classes taken, and information from previous advising sessions. The report function provides information about the number of students in a program

and how many graduated. Policy Committee plans to have a demonstration next year at a Senate meeting.

5. Strategic Focus Committees: Kenneth Honn (Distinguished Professor, Pathology, Medicine) has agreed to serve as the co-chair of the Strategic Focus subcommittee on Research and Jeffrey Potoff (Associate Professor, Chemical Engineering, Engineering) will serve as the co-chair of the subcommittee on Teaching and Learning. Co-chairs are needed for the Budget and the Community Engagement subcommittees.
6. 2012-2017 Strategic Plan: President Gilmour had sought the agreement of the Policy Committee for a revised strategic plan. Policy Committee suggested some revisions to the document. Mr. Romano will forward the changes to the President.
7. New Admission Policy: Policy Committee had raised questions about the new admission policy that goes into effect for the winter semester 2013 and had invited Judy Tatum, the Senior Director of Undergraduate Admissions, to a meeting. Provost Brown responded to the request. Ms. Tatum and Monica Brockmeyer, the Interim Associate Provost for Student Success, are working on the implementation of the new policy. The Provost would like to wait to finalize the new systems and processes for a few months until the Associate Vice President for Enrollment Management has joined the University and the Board of Governors Community Retention/Oversight Advisory Group has had an opportunity to familiarize itself with the current admission policy and the Student Success report. The Policy Committee was concerned that the APEX program was beginning in the spring/summer term and applications for the winter 2013 term would begin soon. Mr. Romano was asked to write a memo explaining the Policy Committee's concerns and the need for faculty consultation early in the process.
8. Graduate Council Meeting: Policy Committee received the agenda and the supporting documents for the Graduate Council meeting of April 18, 2012.
9. Academic Senate Meeting: Policy Committee received the drafted agenda for the Academic Senate meeting of May 9, 2012. President Gilmour will address the Senate and the Chairs of the Senate committees will give brief reports about their committees' work this year.
10. Committee Minutes: The Policy Committee received the minutes of the Budget Committee meetings of December 5, 2011, and January 30, 2012, and the Research Committee meetings of November 17, 2011, and February 14, 2012.
11. Report from the Liaison to the Student Affairs Committee: Mr. Woodyard, the liaison to the Student Affairs Committee, followed up on his report of April 2 about the case where a faculty member would not accept a late assignment when the student was unable to submit it on time because the web site to which he was to submit it was not functioning. The student has appealed to the Chair of the Department, but the problem has not been resolved. Mr. Woodyard said that the

Committee would make recommendations to the administration regarding the University policy on grade appeals. Policy Committee members advised that the student seek redress from Associate Vice President Howard Shapiro or the ombudsperson.

Mr. Woodyard is working with the administration on a student survey. He said that the administration wanted to decide the baseline questions without faculty consultation. The SAC agreed that the process had to be collaborative and passed a motion that the Senate must give input before baseline questions are determined. The administration wants to survey the students as soon as possible, but the SAC wants to wait until the fall term. Of the four surveys (of students, main campus faculty, medical campus faculty, and staff) done previously, the Committee felt that the student survey should be the highest priority. Policy Committee members urged Mr. Woodyard to have the SAC submit a report about the survey to them.

12. Changes to the FY 2012 Budget Book: Mr. Woodyard also reported on a meeting attended by Provost Brown, Robert Harris (Director of Academic Administration in the Office of the Provost), Robert Kohrman (Associate Vice President for Budget, Planning and Analysis), Louis Romano, and him held on April 10. The purpose of the meeting was to discuss corrections that Mr. Woodyard had asked to be made in the Budget Book for FY 2012 as well as the sources of funds supporting \$14.5 million in project funding allocated to schools/colleges. The changes had been made prior to the meeting and Mr. Woodyard believed that a note should be made in the budget that a correction was made.

Mr. Woodyard and Mr. Romano were shown the sources of the \$14.5 million. They learned that the money was moved from various accounts into the schools and colleges, but this happened every year and the transfer was not recorded in the Budget. President Gilmour has asked that the budget and the actuals for FY 2011 and the budget and the projected actuals for FY 2012 be included with the proposed budget for FY 2013. Mr. Woodyard will write a memo about the agreements reached at the meeting

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Approved as submitted at the Policy Committee meeting of April 30, 2012