

WAYNE STATE UNIVERSITY

ACADEMIC SENATE

PROCEEDINGS OF THE POLICY COMMITTEE

April 30, 2012

Present: L. Beale; R. Brown; D. Kessel; C. Parrish; L. Romano; A. Vlasopolos; W. Volz; A. Wisniewski

Absent with notice: V. Dallas; R. MacArthur; J. Woodyard

Guests: Monica Brockmeyer, Interim Associate Provost for Student Success; Robert Kohrman, Associate Vice President for Budget, Planning and Analysis; Judy Tatum, Senior Director, Undergraduate Admissions and New Student Orientation

The items marked with an asterisk constitute the Actions of April 30, 2012.

1. New Admission Policy: The Policy Committee developed a list of questions about the new admission policy, the APEX (Academic Pathways for Excellence) Program, and the Bridge Program and invited Monica Brockmeyer, Robert Kohrman, and Judy Tatum to discuss the policies. Mr. Kohrman reviewed the enrollment figures for the fall 2012 term. There is a decline in the number of continuing undergraduate and graduate students and in admissions to the Law School. He believes the decline in continuing undergraduate students is due to changes in the requirements for Pell Grants. Students must maintain satisfactory academic progress to continue to receive Pell Grants. Universities must evaluate students at the end of every term. Students may appeal a decision to cease providing financial aid, but if a university grants about 80% of the appeals the federal government looks closely at the university. Two thousand three hundred students were put on probation after the fall 2011 term. Of that number, 1200 students did not register for the winter term, 300 registered without additional financial aid, and 800 submitted an appeal. About 550 appeals were granted. In addition, at the end of the fall term 1400 students were warned that they needed to improve their grade point average. The other change in the Pell Grants was that the number of semesters in which students can receive Pell Grants has been reduced from 18 to 12. The U.S. Department of Education notified 1700 WSU students that they were over limit or were near the limit of semesters for which they would receive support. Nine hundred fifty of those students were enrolled this last academic year. Some of the students are in good standing, others are not. Applications for entering freshmen and for transfers from community colleges are up.

Applicants for the Summer Bridge Program wrote essays, were interviewed, and were tested for their knowledge of mathematics. Their interests and the likelihood of their persisting were measured. These measures have been standard for the APEX program. Close to 200 potential students were interviewed. The students would not have otherwise qualified for admission.

Mr. Kohrman explained that the amount of the Presidential Scholarships, which are given to the top students, is \$8,000. The scholarship was offered to students whose

grade point average ranged from 3.9 with an ACT score of 36 to students who had a 3.4 GPA and an ACT score of 27 or 28. The yield for students with the higher scores was low and the yield for the students with the lower scores was high. The Presidential Scholarship was increased to \$10,000 for the students at the highest levels. Over the next few years another scholarship, the Provost's Scholarship, will be introduced. The University also awards Gold Scholarships and Green Scholarships.

Members of the Policy Committee urged the administration to increase the amount of scholarships for the highest achieving students. Ms. Tatum explained how applicants are assessed. Policy Committee members suggested that faculty and upper level students talk with prospective students to encourage them to attend WSU, and some members offered to meet with entering freshmen who are interested in their disciplines.

The Bridge Program is beginning in June and the revised APEX Program is beginning in the fall term. The first meeting of the faculty advisory committee to the Bridge and APEX Programs will be held May 16. Members of the Policy Committee were surprised that no meetings had yet been held and indicated disappointment that there was little faculty involvement in developing this program. Members were worried that this new APEX program was simply repeating the mistakes of the prior failed program. One hundred thirty-two students have been admitted to the summer Bridge Program, and 15 or 20 of them have been identified as likely to benefit from reading support. Curriculum design is underway for the student success course. Instructors for that course have not yet been identified. The APEX advisors who have taught the class in the past, Silverenia Kanoyton in the College of Education, and a graduate of the Meyerhoff Scholars Program at the University of Maryland-Baltimore are reviewing alternative textbooks. A number of factors will affect who teaches the course: the budget, the desire to have full-time faculty teach, the desire to bring in some new people, and the part-time faculty contract requirements. The courses the students will take are mathematics, English, and study skills. The budget per instructor is \$3500 to \$4000. The total budget for instructors is \$81,000 for 18 class sections. Total budget for the summer program is about \$352,000 including housing.

Ms. Tatum explained how the Admissions Office is contacting potential students. The Office has a recruiter on the west side of the state to create an awareness and interest in Wayne State. In the coming year, the Office will go into the Chicago and Indianapolis areas. The Admissions Office is working with Associate Vice President Ahmad Ezzeddine to identify international undergraduate students. For recruiting, students and alumni contact potential students. A member of the Policy Committee suggested that faculty also be used for recruitment. Admissions has a CRN system that records applicants' interests and they can be put in touch with a faculty member.

[Ms. Brockmeyer left the meeting.]

The Admissions Office is working with the Registrar's Office to get information to transfer students as early as possible. The transfer plan has been improved so that the top 67% of all community colleges that sent transfer students to WSU last year are on the web. The transfer application process used to take four to six weeks; it now takes about one week, and sometimes it is done in three to five days. The credit evaluation process used to take more than two weeks; it is now done within 24 to 48 hours. In fall 2011 as many transfer students entered WSU as did incoming freshmen. Mr. Kohrman added that the University has enhanced its relationship with Phi Theta Kappa at community colleges. Scholarships are now available for transfer students. Applications from and admission of community college students are up 59%.

Asked about the graduation rate of community college transfer students, Mr. Kohrman said that a study done in the Biology Department shows that students who are taught by full-time faculty have higher retention and graduation rates. Mr. Romano asked for a copy of the study, and Mr. Kohrman said that he would provide it the following day.

A Policy Committee member repeated his concern to the Provost that the programs to help at-risk students succeed were following the same methodology as past programs. Another member suggested that the University should consider applying for a research grant from the Department of Education to develop a program that could be used as a model for other universities to help at-risk students.

Another member mentioned that the University might increase its enrollment by charging resident tuition to students who transfer from specific institutions, whether they are from U.S. institutions or from foreign countries. Another member suggested that scholarships for the best students might be increased by using endowment funds to supplement the Presidential scholarships and have these named after the donor.

When students are denied admission, the Admissions Office lets them know about community colleges and refers them to the Educational Opportunity Center, which is part of the APEX Program, for further advising. A member suggested that it might be advantageous if WSU helped the students get into a community college. However, about 800 students are denied admission each year. It was suggested that maybe the application to WSU could be forwarded to the student's local community college. This would have to be done without violating students' rights to privacy.

In the holistic evaluation process the high school transcript and ACT or SAT scores are reviewed. The high schools are evaluated, as well, because some high schools are stricter in their grading policies than others.

The University will be hiring 45 new advisors. Fifteen are being hired now to be placed in the schools and colleges. The Deans will not be able to use those positions for anyone other than an advisor. Each school/college is developing a structure to meet their needs.

[Mr. Kohrman and Ms. Tatum left the meeting.]

2. Report from the Chair:
 - a. Deans' Searches: Provost Brown updated the Committee on the searches for the Dean of Liberal Arts and Sciences and the Dean of Social Work and on the search for an enrollment manager.
 - b. Faculty Searches: Fifteen to 20 new faculty have been hired for the 2012-13 academic year.
 - c. Graduate Assistants: Provost Brown has received data about teaching assistants. The University has about 650 teaching assistants with 350 of them in the College of Liberal Arts and Sciences. Half of the University's enrollment is in CLAS. The distribution of teaching assistants to the departments within colleges needs to be evaluated.

3. Report from the Senate President:
 - a. Graduate Faculty Status: Mr. Romano attended the meeting of the Faculty Assembly in the College of Liberal Arts and Sciences and made a report to the body as the Senate President. The issue at the Assembly that elicited a great deal of discussion was the criteria for graduate faculty status.
 - b. Graduate Council Meeting: Mr. Romano attended the April 18 meeting of the Graduate Council. One of the issues discussed was the resolution passed by the Academic Senate in April about the need for broad consultation regarding the structure of the Graduate School and the Office of the Vice President for Research before any changes in their structures are proposed.

4. Grade Appeal Policy: The Student Affairs Committee has investigated the University's policy on student grade appeals. It is Mr. Romano's understanding that there will be a recommendation that faculty be part of the process when a grade is changed and that there be one University policy rather than each school/college having its own policy.

- *5. Proceedings of the Policy Committee: The Proceedings of the Policy Committee meeting of April 16, 2012, were approved as submitted.

6. Board of Governors: The Budget and Finance Committee, the Student Affairs Committee, and the Personnel Committee of the Board of Governors, as well as the full Board will meet May 2.

The Proposed School of Medicine Tuition and Fee Rates for FY 2013 is on the agenda of the Budget and Finance Committee. The Senate's Budget Committee passed a motion that the tuition for out-of-state medical students not be increased because at its current level it is very high compared with other public medical schools. The Budget Committee agreed with the administration's proposal to increase the tuition for resident medical students by 1.5%.

Also submitted to the full Board for approval and adoption are changes to the Board of Governors Statutes on Student Financial Aid. Mr. Romano pointed out that the proposed changes should have been submitted to the Policy Committee prior to

submitting them to the Board. It was noted that the changes bring the Statute in compliance with current practice.

[Provost Brown left the meeting.]

7. September 2012 Senate Meeting: The Policy Committee scheduled the first meeting of the 2012-2013 academic year for September 5, 2012.
8. Agenda for the May 9 Senate Meeting: Policy Committee reviewed the revised draft of the agenda for the May 9 Senate meeting.
9. Committee Minutes: The Policy Committee received the minutes of the Research Committee meeting of December 1, 2011.

Approved as submitted at the Policy Committee of May 7, 2012
Corrected on June 4, 2012

WAYNE STATE UNIVERSITY
ACADEMIC SENATE
PROCEEDINGS OF THE POLICY COMMITTEE

May 7, 2012

Present: L. Beale; R. Brown; D. Kessel; C. Parrish; L. Romano; A. Vlasopolos; W. Volz;
A. Wisniewski; J. Woodyard

Absent with notice: V. Dallas; R. MacArthur

The items marked with an asterisk constitute the Actions of May 7, 2012.

1. Report from the Chair: The administration is projecting a shortfall in revenue for the 2012-2013 fiscal year due to low enrollment. Provost Brown discussed with the Policy Committee how to deal with the shortfall. He will consult with the Policy Committee over the next six weeks about steps that might be recommended.
- *2. Proceedings of the Policy Committee: The Proceedings of the Policy Committee meeting of April 30, 2012, were approved as submitted.
3. Grade Appeal Policy: Policy Committee received the recommendation from the Student Affairs Committee for revising the grade appeal policy (memorandum dated May 1, 2012). Policy Committee will discuss the recommendation at a later meeting.
4. Pre-Med Education at Wayne State University: This study was done several years ago in the Department of Biology. It found that students in biology courses who were taught by full-time faculty performed better academically than those taught by part-time faculty.
5. Summer Meetings: Policy Committee scheduled its meetings for the summer months.
6. Committee Meetings: Policy Committee received the minutes of the Budget Committee meetings of March 5 and March 19, 2012, and the Curriculum and Instruction Committee meetings of December 13, 2011, February 28 and April 11, 2012.
7. Reports from the Liaison to the Curriculum and Instruction Committee: Ms. Vlasopolos reported that the Curriculum and Instruction Committee held its last meeting of the academic year last week. They recapped their activities for the year as they prepared the annual report. They also discussed the University's plans to help at-risk students succeed academically.

Approved as submitted at the Policy Committee meeting of May 14,

WAYNE STATE UNIVERSITY

ACADEMIC SENATE

PROCEEDINGS OF THE POLICY COMMITTEE

May 14, 2012

Present: L. Beale; R. Brown; D. Kessel; R. MacArthur; C. Parrish; L. Romano;
A. Vlasopolos; W. Volz; A. Wisniewski; J. Woodyard

Absent with notice: V. Dallas

Guests: Robert Kohrman, Associate Vice President for Budget, Planning and Analysis;
Michael McIntyre

Mr. MacArthur, the Vice Chair, assumed Mr. Romano's duties until he joined the meeting.

The items marked with an asterisk constitute the Actions of May 14, 2012.

1. Statute on Student Financial Aid: Mr. Kohrman attended the meeting to inform the Committee about proposed revisions to the Statute on Student Financial Aid that is expected to be on the agenda for the Board of Governors meeting of June 27. The proposed revision removes language for awards that no longer exist and clarifies language for some of the awards that continue. Mr. Kohrman responded to questions. He said that the Green Scholarships and the Gold Scholarships are types of Presidential Scholarships. The Board of Governors Incentive Grants, the Grant-in-Aid Scholarship, the Talent Scholarship, and the Activity Awards no longer exist, and are being removed from the Statute. Mr. Kohrman explained how the Presidential Scholarships are awarded. High school seniors were invited to a distinguished honors symposium that was held on December 9, 2011, where they learned about WSU. A committee headed by Jerry Herron, Dean of the Honors College, reviews the students' ACT scores and their grade point average to determine who will receive a Presidential Scholarship. A member suggested that now when the admission policy is being revised, that a holistic approach be taken for awarding the scholarships. Currently the criteria are the GPA and the ACT score. Since there is variability among high schools as far as the rigor of the education provided, some very talented students may be overlooked in the current approach. For example, advanced placement classes are not considered in the initial review of applicants. They are considered in a second round of reviews if the student has a high ACT score and a GPA that is near the cut-off point.
2. Medical School Tuition: A Policy Committee member asked the status of the proposed increase in the tuition for Medical School students, particularly for out-of-state students. The proposed increase is 1.5% for both in-state and out-of-state students. Current tuition for out-of-state medical students is \$64,000, one of the highest rates in the country. About 22% of the medical students are out-of-state. The Academic Senate Budget Committee is opposed to increasing out-of-state tuition.

[Mr. Kohrman left the meeting.]

3. Report from the Chair:
 - a. Cheryl Waites, who has been serving as Interim Dean of the School of Social Work, has accepted the position of permanent Dean.
 - b. Corrine Webb, currently Project Manager of the Higher Education Compact of Greater Cleveland, has accepted the position of Associate Vice President for Enrollment Management.
 - c. The search for the Coleman A. Young Endowed Chair was not successful. The search will be reinstated next academic year.
 - d. The search for the Dean of Liberal Arts and Sciences continues.
 - e. The search for the Associate Provost and Director of the Office for Teaching and Learning will resume soon.
 - f. The review of the College of Nursing and the Law School are scheduled for the 2012-2013 academic year.
 - g. Several departments in the School of Medicine underwent the periodic review as stipulated in the Agreement between the University and the AAUP-AFT.

[Mr. Romano arrived during Provost Brown's report and assumed the duties of the Senate President.]

4. Grade Appeal Policy: The Student Affairs Committee submitted a recommendation for revision of the grade appeal policy. Provost Brown said that Associate Vice President Howard Shapiro is looking at the policy. The current policy is clear that the instructor, not the Department Chair, changes a grade. It was suggested that the policy might be revised to allow the Dean, if the instructor is unavailable, to change a grade after consulting with a faculty committee. Mr. Romano said that another issue had been brought to the attention of the Student Affairs Committee. The current policy does not have a time limit in which the instructor must respond to a student's request. Nor is there a time limit for a student to submit a request for a grade change. Provost Brown will consult with the Deans about having a University-wide policy and will submit the draft of the new policy to the Policy Committee for comment.
5. Budget Hearings: The central administration is meeting with the Deans of the schools and colleges and with the Vice Presidents of the various divisions to review their budgets for the 2013 fiscal year. The Provost reviewed some plans for reducing the budget, but these are in the early stages of discussion. Mr. McIntyre attends the meetings as the representative of the Academic Senate. He did not get a good sense of the economics of any of the units that have had their hearings. Some schools have experienced a decline in enrollment as a result of external factors. Most of the costs on the academic side are fixed costs.
- *6. Proceedings of the Policy Committee: The Proceedings of the Policy Committee meeting of May 7, 2012, were approved as submitted.

7. The FY 2013 Budget: Mr. McIntyre mentioned that President Gilmour has asked that the money received from the FMRE (Fund for Medical Research and Education) not be included as money received for Development. The administration anticipates that the University needs to cut 3% of its current budget for FY 2013 because of an anticipated reduction in revenue. Mr. McIntyre mentioned the changes in the awarding of Pell Grants that would negatively affect enrollment. However, he believed that students would adjust to the changes and the impact would last only three years. Enrollment of FTIACS and transfer students is up. Enrollment of new graduate students is up but it is down for continuing graduate students. Members of the Policy Committee expressed their concerns about cutting academic budgets and how to address the expected loss of revenue for the next year.
8. Committee Minutes: Policy Committee received the minutes of the Faculty Affairs Committee meetings of October 17, 2011, November 17, 2011, January 20, 2012, February 16, 2012, and March 21, 2012, the Research Committee meeting of March 20, 2012, and the Student Affairs Committee meetings of November 9, 2011, January 18, 2012, February 25, 2012, March 21, 2012, and April 11, 2012.
9. Division of Research: The Academic Senate passed a resolution asking that the Huron Consulting Group review the entire Division of Research. Mr. Romano gave the resolution to Provost Brown, who forwarded it to President Gilmour, Vice President for Research Ratner, and the consultants from the Huron Consulting Group. The Provost was told that HCG is doing the type of review requested by the Senate. However, it was Mr. McIntyre's understanding that HCG was focusing only on Sponsored Program Administration. Provost Brown will discuss the issue with the HCG consultants when he meets with them this week.

Approved as submitted at the Policy Committee meeting of June 4, 2012

WAYNE STATE UNIVERSITY
ACADEMIC SENATE
PROCEEDINGS OF THE POLICY COMMITTEE

June 4, 2012

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

Absent with notice: L. Beale; R. Brown

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

The items marked with an asterisk constitute the Actions of June 4, 2012.

1. Report from the Senate President:
 - a. Mr. Romano met with the Provost last week. The Provost told him that there are two finalists for the position of Dean of the College of Liberal Arts and Sciences.
 - b. Provost Brown also told Mr. Romano that he believes it is good to have an open discussion about the Graduate School in the fall.
 - c. Mr. Romano distributed the enrollment figures for the tenth week of registration for fall term 2012 comparing them with the enrollment figures for the tenth week of registration for the fall term 2011. Enrollment is up over fall 2011. Robert Kohrman, the Associate Vice President for Budget, Planning and Analysis, does not expect there to be a steep decline in enrollment for fall 2012, but a drop is expected for winter term 2013 due to federal regulations governing Pell Grants.
 - d. The Michigan House of Representatives approved a state budget that would increase the appropriation to Wayne State by .7% over the appropriation for FY 2012.
2. Proceedings of April 30: Policy Committee was informed about a correction of fact that was made in the Proceedings of the Policy Committee meeting of April 30, 2012, after they were approved.
- *3. Proceedings of the Policy Committee Meeting of May 14, 2012: The Proceedings of the Policy Committee meeting of May 14, 2012, were approved as submitted.
4. Talent Scholarships: At the May 14 Policy Committee meeting, when discussing the change in the Statute on Student Financial Aid, Mr. Kohrman told the Committee that the Talent Scholarships and Activity Awards had been discontinued. To Ms. Dallas's knowledge they were still being awarded to students. The Talent Scholarships, she noted, were an important recruitment tool for good students in forensics and music and the Activity Awards supported students on the debate team. Policy Committee will seek clarification from the administration.
5. Response to the Academic Senate Feedback to the Student Success Report: On April 4, 2012, the Academic Senate unanimously endorsed the Summary of Recommended Changes to the Student Success Report that was compiled from the recommendations of several Senate committees. That summary was forwarded to Provost Brown. Policy Committee received his response dated May 22, 2012. The

Provost agreed with the recommendations. Policy Committee will follow up with the success of the APEX Program.

6. Medical School Tuition: The Board of Governors and its Budget and Finance Committee met on May 21, 2012, to consider proposals related to financial matters. One of the items on the agenda was the FY 2013 Proposed School of Medicine Tuition and Fee Rates. The Board of Governors approved an increase of 1.5% for both in-state and out-of-state medical students. Mr. Romano, the faculty representative to the BOG Budget and Finance Committee, and Linda Beale, the faculty alternate representative to the Committee, opposed the increase for out-of-state medical students because the tuition is very high. The increase in tuition for out-of-state students will add about \$250,000 in revenue for the Medical School. At the May 2 meeting of the Budget and Finance Committee, Mr. Romano and Ms. Beale had raised the possibility of WSU's tuition increasing to the point where only academically-poor students would apply. Dean of Medicine Valerie Parisi claimed that out-of-state students, even with the higher tuition, are better prepared than in-state students.
7. Budget for FY 2013: Mr. Kohrman estimates that the University will have to cut its budget by \$10 million in the next fiscal year. Policy Committee looked at figures drawn up by Mr. Romano to analyze what parts of the budget might be cut as opposed to those that are protected because of union contracts, etc. Members of Policy Committee questioned the accuracy of the figures, which Mr. Romano will check.
8. Termination of Faculty: It has come to the attention of the Policy Committee that tenure-track faculty who have three-year contracts and have not published by the end of their second year are receiving letters informing them that they will be terminated at the end of their third year. Another issue was the need for faculty to have an international reputation to receive tenure. Policy Committee will discuss these issues with the Provost.
9. Schedule of Senate Meetings: A drafted schedule of the meetings of the Academic Senate for the 2012-2013 academic year was distributed. No changes were made.
10. Committee Minutes: The Policy Committee received the minutes of the Facilities, Support Services and Technology Committee meetings of November 9 and December 7, 2011, and February 15 and March 21, 2012. Mr. MacArthur asked about the FSST Committee's discussion of bringing public Wi-Fi to campus. Ms. Dallas, the liaison to the FSST Committee, will ask Jennifer Sheridan Moss, Chair of the Committee, for more information. It was noted that the Concur travel system is being launched.
11. Type II Centers and Institutes Advisory Committee (CIAC-II): Mr. MacArthur chairs the CIAC-II. Subcommittees of CIAC-II have reviewed the Institute of Environmental Health Sciences and the Institute of Gerontology. The reports are in progress.

Approved as submitted at the Policy Committee meeting of June 11, 2012

WAYNE STATE UNIVERSITY
ACADEMIC SENATE
PROCEEDINGS OF THE POLICY COMMITTEE

June 11, 2012

Present: R. Brown; V. Dallas; D. Kessel; R. MacArthur; C. Parrish; L. Romano;
A. Vlasopolos; W. Volz; A. Wisniewski; J. Woodyard

Absent: L. Beale

The items marked with an asterisk constitute the Actions of June 11, 2012.

1. Report from the Chair:

- a. Provost Brown updated the Committee on the search for the Dean of Liberal Arts and Sciences.
- b. The Law School and the College of Nursing will be reviewed this year.
- c. Provost Brown said President Gilmour insists that the budgets of the academic side and the administrative side of the University be cut equally. The Provost will evaluate the schools/colleges individually. He would like to maintain the current budget or cut minimally those schools/colleges that are performing well, i.e., they have high enrollment and have a good research portfolio. The budgets of the weaker schools and colleges would receive a larger budget cut.

As of the tenth week of enrollment for the fall term 2012, enrollment is up 2%. However, the administration believes that enrollment will drop more than usual after the fall term because of the changes in the awarding of Pell Grants. It is likely that the number of first-year students in the Law School will decrease this year. A Policy Committee member suggested that a review be carried out of how and to whom the scholarships for Law School students are awarded.

The decreasing population in Michigan means that there will be fewer high school graduates. The Provost thinks the marketing for students should be changed to attract young adults rather than its being directed only to 18 to 21 year-olds.

Policy Committee discussed with the Provost the need to revise the method used for determining the budgets of the units. The responsibility-centered model will not be adopted. The Policy Committee agreed with the Provost that the Budget should be transparent and easily understood.

- d. Provost Brown announced how the review of the Graduate School would proceed. Benchmarking would be done to learn how other universities organize their graduate schools. He wants to analyze how a reorganization would impact the School financially. The Huron Consulting Group will assist the University in this aspect of the review. The Provost will seek the advice of faculty on how the

School might be reorganized. He will ask the HCG consultants to meet with the Policy Committee and the Academic Senate to get their advice. He expects that a decision will be made by December.

- *2. Proceedings of the Policy Committee: The Proceedings of the Policy Committee meeting of June 4, 2012, were approved as submitted.
- 3. Termination of Faculty: Last week some members of the Policy Committee reported that some tenure-track faculty who had three-year contracts were given termination notices after two years because they had not published. The Policy Committee heard that this was being done at the behest of the Provost.

The Provost said that he had not instituted such a policy. He has told the Deans that if they have tenure-track faculty whom they believe will not meet the requirements for tenure they should not wait until the sixth year to inform them. A Policy Committee member also mentioned that some units are conducting harsh third-year reviews. Provost Brown said that if the annual reviews were done properly the faculty would know what to expect. He is reluctant to continue or reappoint faculty who cannot meet the standards for tenure. In some disciplines it is not unusual to not publish in the first two years. A Policy Committee member stated that if standards are being tightened, it must be stated in the Agreement between the University and the AAUP-AFT. The termination of faculty has affected the morale of other junior faculty. A member noted that while there is the presumption that tenured and tenure-track faculty lines cannot be cut when reducing the budget, raising the standards too high would result in the termination of faculty. Because faculty have to be given one year's notice if they are being terminated, the cut would come in the following year. It was suggested that the administration provide a sample review to departments as a model for preparing the annual review of faculty.

- 4. Budget for FY 2013: Mr. Romano corrected the figures he had presented to the Policy Committee last week about the amount of the budget that was predicted to be cut. The Committee will take the figures to the next meeting with the President's Cabinet. The point remains that a cut of 3% to the Schools and Colleges is much larger than the same cut to the administrative side because of the impossibility to cut the tenured faculty. No such limitation is found in cutting administrative personnel.
- 5. Post-tenure Review: Mr. Parrish informed the Provost about a form of post-tenure review, which is prohibited by the Agreement between the University and the AAUP-AFT, being conducted in the Medical School. The School has tied the review to the salary review process. Mr. Parrish explained how the salary review should be carried out.
- 6. Campus Survey: Over the past several months, the Academic Senate Student Affairs Committee has been working with the administration on a survey of the campus community. The administration has agreed that the SAC would look at the questions from the last survey and those for the upcoming survey and offer suggestions. Policy Committee also would like to see both sets of questions. The

recommendations of the SAC will be provided to the Policy Committee. The purpose of the survey is to provide information on which to base decisions.

7. Meeting with the President's Cabinet: Policy Committee reviewed items to discuss with the President's Cabinet at their next meeting on June 28, 2012.
8. Breakfast with the Provost: Mr. MacArthur mentioned that at another university the provost periodically has breakfast with students. It is a popular event.

Approved as submitted at the Policy Committee meeting of June 25, 2012

WAYNE STATE UNIVERSITY

ACADEMIC SENATE

PROCEEDINGS OF THE POLICY COMMITTEE

June 25, 2012

Present: L. Beale; R. Brown; V. Dallas; R. MacArthur; C. Parrish; L. Romano;
A. Vlasopolos; W. Volz; A. Wisniewski; J. Woodyard

Absent with notice: D. Kessel

The items marked with an asterisk constitute the Actions of June 25, 2012.

1. Report from the Chair:
 - a. The Provost will soon announce the hiring of the new Dean of Liberal Arts and Sciences.
 - b. Howard Shapiro, the Associate Vice President for Student Services and Undergraduate Affairs, is retiring as of July 1, 2012. The Provost will appoint an Interim Associate Vice President.
 - c. The Provost has contracted with the Huron Consulting Group (HCG) to review the Graduate School and to make recommendations for its organization. The HCG will look at the best practices for Graduate Schools and will meet with the Graduate Council and the Policy Committee, as well as with other faculty.
 - d. The search continues for the Associate Provost and Director of the Office for Teaching and Learning.
 - e. Beginning in FY 2013, when a faculty line is vacant, Provost Brown will take back the faculty line.
 - f. The Type I Centers and Institutes Advisory Committee is reviewing the Center for Urban Studies.
 - g. The budget for the Counseling Center was increased to hire additional counselors to reduce the time students have to wait for appointments.
 - h. The Veterans Task Force (VTF) completed its report. A member of the Policy Committee mentioned that a member of the VTF had been concerned that the Task Force had not contacted the Veterans Administration Hospital to discuss the initiatives that the Task Force was considering. The Provost will look into the matter. The Policy Committee requested a copy of the VTF's report.
 - i. Policy Committee discussed with the Provost the Law School enrollment.

2. Fiscal Year 2013 Budget: Associate Vice President for Budget, Planning and Analysis Robert Kohrman made a presentation to the Senate Budget Committee on June 25. The administration recommended that tuition for the 2012-2013 academic year be increased by 3.9% for all schools/colleges on the main campus. The tuition for medical students was increased by 1.5%. A member of the Policy Committee pointed out that while 3.9% may seem high, WSU's current base tuition is low so the dollar amount of the increase is low.

The Provost said that during the summer he would meet with the individual schools/colleges looking at their enrollment, their innovative projects, and what they propose for next year. Entrepreneurship and enrollment will be rewarded. A member noted

that the Policy Committee and last year's Blue Ribbon Budget Cutting Committee had suggested that the quality of programs be reviewed and they made suggestions how to proceed. The budget decisions for the schools/colleges were made without looking at the quality of programs. The Colleges of Engineering and Nursing and the Law School have received money to cover their utilities because they will now be paying those costs. The member noted that the Budget is not transparent.

It was also pointed out that last year there were errors in the FY 2012 Budget Book and there were no statements identifying the recipients of the enhancement funds. The Provost, Robert Harris (Director of Academic Administration), Robert Kohrman, (Associate Vice President for Budget, Planning and Analysis), Louis Romano, and James Woodyard had a meeting at which Mr. Kohrman agreed to address the issues and edit the Book, but that has not been done.

The Policy Committee decided to invite administrators to meet with the Budget and Policy Committees next year.

The Budget Book contained the projected head count for the 2012-2013 academic year, not the projected credit hours. The Budget is calculated based upon credit hours not head count.

3. Statute on Student Financial Aid: A member raised concerns about the changes proposed in the Statute on Student Financial Aid, which is on the agenda for the Board of Governors meeting of June 27, 2012. The language for the Talent Scholarships and the Activity Awards is being deleted. The administration said that they were only cleaning up the language in the Statute, and not eliminating the scholarship or the award. However, the member is concerned that, if the scholarship and award are not mentioned in the Statute, they will be eliminated. They are important to many programs. Provost Brown will check into the situation.

[Provost Brown left the meeting.]

- *4. Proceedings of the Policy Committee: The Proceedings of the Policy Committee meeting of June 11, 2012, were approved as submitted.
5. Board of Governors Meeting: On the agenda for the Budget and Finance Committee meeting are repairs to the stone façade on 5057 Woodward and a recommendation to authorize \$3 million from a plant fund account to complete the design, solicit bids for the superstructure and begin site preparation for the Multidisciplinary Biomedical Research Building. The allocation is from a fund that was established in FY 2007 for this purpose. Governor Snyder has signed a bill allocating \$30 million to Wayne State for construction of the building.
6. New Fees for Clinical Charges: Mr. MacArthur informed the Committee about changes in research at the University, at Vanguard, and at the Detroit Medical Center (DMC). The changes will require more work for clinical researchers with their having to load a lot of information into the central database, OnCore, which the

University purchased. The plan is to charge each study \$3200 regardless of the funding source. Some investigators do 8 to 10 studies a year. It was unclear from the available information if bench science research had to be reported in the OnCore system.

In addition, the DMC has another program that involves more paper work and fees that will apply to new industry-sponsored protocols. The DMC Clinical Research Office is carrying out billing-coverage analyses on all new studies with billable events. They have not informed the researchers what this fee will be. The member did not know what pool of money would cover the fees. The work for this reporting will increase. Mr. MacArthur was asked to get more information about the requirements.

7. Meeting with the President's Cabinet: Policy Committee reviewed the agenda for the June 28 meeting with the President's Cabinet.

Approved as revised at the Policy Committee meeting of July 9, 2012

WAYNE STATE UNIVERSITY

ACADEMIC SENATE

PROCEEDINGS OF THE POLICY COMMITTEE

July 9, 2012

Present: L. Beale; R. Brown; V. Dallas; D. Kessel; R. MacArthur; L. Romano;
A. Vlasopolos; W. Volz; A. Wisniewski; J. Woodyard

Absent: C. Parrish

The items marked with an asterisk constitute the Actions of July 9, 2012.

1. Report from the Chair:
 - a. Veteran Affairs Committee: Provost Brown charged the Veteran Affairs Committee (VAC) with examining the services the University provides to veterans and identifying where improvements might be made. The Committee submitted its report to the Provost. The question raised at the June 25 Policy Committee meeting about the VAC contacting staff at the Veterans Administration Hospital was addressed in the report. A copy of the report will be forwarded to the Policy Committee. The budget for the University's Veterans Affairs programs has been increased to expand services to veterans.
 - b. Proposed Conversion of Three University Centers to College Centers: Provost Brown proposed that the Cohn-Haddow Center for Judaic Studies, the Humanities Center, and the Developmental Disabilities Institute be converted to college centers. He sought comment from the Policy Committee. The Policy Committee discussed the pros and cons of moving them. The Committee would like information about the budget implications of the proposals. Policy Committee members would like to know how the faculty associated with the centers/institutes view the proposal. A member noted that according to the Statute governing centers and institutes the budgets of centers/institutes are to be reviewed each year to see if they are following their charters. He questioned whether the oversight, which is inadequate now, might decrease if the centers reported to Deans. In preparing its response to the Provost, the Policy Committee asked for a copy of the most recent reviews of the centers/institute.
2. On-Line Instruction Task Force: Policy Committee asked the Provost about the status of the work of the On-Line Instruction Task Force. They asked to meet with Ahmad Ezzeddine, Associate Vice President for Educational Outreach and International Programs, to discuss the work of the Task Force.
3. Report from the Senate President:
 - a. Enrollment for the fall term 2012 is comparable to enrollment for fall 2011.
 - b. Mr. Romano mentioned that the reports about the negotiations between the University and the AAUP-AFT have raised concerns about the long-term effects on faculty morale.

4. Corrections to the FY 2012 Budget Book: A member of the Policy Committee called to the Provost's attention that the corrections that were to be made in the Budget Book for fiscal year 2012 have not been made.
- *5. Proceedings of the Policy Committee: The Proceedings of the Policy Committee meeting of June 25, 2012, were approved as revised.
6. Statute on Student Financial Aid: The Board of Governors did not act on the proposal to revise the Statute on Student Financial Aid at its meeting of June 27. The question will be returned to the Board at a later date.
7. New Vanguard Fees and Clinical Research Changes at the DMC and WSU: Faculty in the Medical School have raised concerns about two programs that are being instituted to track research. The University has purchased a clinical research management software system called OnCore. It appears that all researchers, whether clinical or basic science, would have to use the system and all grants would be charged the same amount for the system regardless of the size of the research project, the amount of the funding, or the source of the funds. In addition, Vanguard is expected to institute a system to track research at Detroit Medical Center facilities and charge a fee for that system. The members of the Policy Committee discussed the forming of a committee at the School of Medicine to look into this issue.
8. Strategic Plan: President Gilmour had asked the Policy Committee for its input on the strategic plan that is posted on the University's web site. The Committee had suggested revisions, but it appeared that some of the suggested changes had been made to the posted plan. Provost Brown will inquire about the status of the Policy Committee's suggestions.
9. Review of Centers and Institutes: Associate Vice President for Research Gloria Heppner informed the Policy Committee of delays in the reviews of the Institute of Environmental Health Sciences and the Institute of Gerontology. Policy Committee discussed the work of the subcommittees that are reviewing the institutes. Ms. Heppner had suggested that if reports were not submitted within a specific period of time, that a recommendation to re-charter a center/institute for the full five-year period be forwarded to the President. Policy Committee did not accept Ms. Heppner's suggestion. Mr. Romano will respond to the concerns raised by Ms. Heppner.
10. Committee Minutes: Policy Committee received the minutes of the Budget Committee meeting of April 20, 2012, the Faculty Affairs Committee meeting of April 10, 2012, and the Research Committee meeting of April 17, 2012.

Approved as modified at the Policy Committee meeting of August 6, 2012.

WAYNE STATE UNIVERSITY

ACADEMIC SENATE

PROCEEDINGS OF THE POLICY COMMITTEE

August 6, 2012

Present: L. Beale; R. Brown; V. Dallas; R. MacArthur; C. Parrish; L. Romano;
A. Vlasopolos; W. Volz; A. Wisniewski; J. Woodyard

Absent with notice: D. Kessel

The items marked with an asterisk constitute the Actions of August 6, 2012.

1. Report from the Chair: Provost Brown and the Policy Committee discussed the state of negotiations between the University and the AAUP-AFT around the issue of tenure. Members of the Policy Committee stressed the seriousness of the situation about the proposal.
2. Report from the Senate President:
 - a. Mr. Romano is one of the faculty members on a special committee formed to discuss the issue referred to in item 1. Other representatives of the faculty on the committee are Michael McIntyre (Law), and Sharon Elliott (Education). The administration representatives are Margaret Winters (Associate Provost for Academic Personnel), Phyllis Vroom (Past Dean of the School of Social Work), and Phil Cunningham (Assistant Vice President, Research Compliance).
 - b. Associate Vice President for Research Gloria Heppner had suggested that, if the reports from the Centers and Institutes Advisory Committees were not submitted within a specific period of time, a recommendation to re-charter a center/institute for the full five-year period be forwarded to the President. Policy Committee did not accept Ms. Heppner's suggestion and Mr. Romano relayed that decision to Ms. Heppner.
3. Institute of Gerontology and the Institute of Environmental Health Sciences: Mr. MacArthur reported that the Type II Centers and Institutes Advisory Committee completed its reports on these two Institutes and forwarded them to Ms. Heppner. The reports will be sent to the Directors of the Institutes to check if there are any errors of fact that have to be corrected before they are sent to the Policy Committee for action. A member of each subcommittee that reviewed the Institutes volunteered to attend the Policy Committee meeting at which the recommendations will be discussed.
- *4. Proceedings of the Policy Committee Meeting: The Proceedings of the Policy Committee meeting of July 9, 2012, were approved as modified.
5. On-Line Instruction Task Force: President Gilmour is reviewing the report of the On-Line Task Force. The report will be given to the Policy Committee for comment.
6. New Vanguard Fees and Clinical Research Changes at the DMC and WSU: A meeting of some of the people who are concerned about two programs being

instituted to track research was held recently. Those in attendance expressed their concerns to Michael Diamond who represented the administration of the Medical School. He promised to address the concerns.

7. Bylaws of the Department of Clinical and Translational Science: Policy Committee received from the Provost the Bylaws of the Department of Clinical and Translational Science. Policy Committee members noted that some of the information in the Bylaws was in conflict with the Agreement between the University and the AAUP-AFT. In general, the Bylaws were poorly written. The Provost asked the Committee to send their comments and suggestions to him. Mr. Romano will send the Provost a memorandum.
8. Veteran Affairs Committee: The Policy Committee reviewed the report of the Veteran Affairs Committee (VAC). Policy Committee supports the enhanced attention that the Provost's Office wants to provide to students who are veterans and the plans to attract more veterans to the University. However, the members were concerned about the budget outlined in the report and the large number of personnel that the VAC recommended be hired. Based on the VAC's report, Policy Committee recommended that the Veterans Resource Center be expanded in a stepwise manner if and when veteran enrollment increases.
9. Conversion of Three University Centers to College Centers: At the last meeting, Provost Brown had told the Policy Committee that he was considering converting the Cohn-Haddow Center for Judaic Studies, the Humanities Center, and the Developmental Disabilities Institute to college centers. If that were done, they would no longer report to his office. He has put the plans on hold. The Provost will meet with the directors of the centers. The Policy Committee received the most recent reviews of the centers.
10. Center for Urban Studies: The Provost reported that the Center for Urban Studies will be reviewed this year.
11. Fall Enrollment: As of July 29, 2012, enrollment for the fall term 2012 is about the same as last year.
12. Housing: Mr. MacArthur would like a report about housing occupancy for the fall term. Mr. Romano will request the information from Timothy Michael, Associate Vice President and Chief Housing Officer.

FY 2012 Budget Book: For months Mr. Woodyard has tried to get corrections made in the FY 2012 Budget Book. At a meeting on April 10, 2012, in which Provost Brown, Robert Kohrman (Associate Vice President for Budget, Planning and Analysis), Robert Harris (Director of Academic Administration in the Provost's Office), Mr. Romano and Mr. Woodyard participated, it was decided that several corrections would be made in the Budget Book. That has not been done, and Mr. Woodyard raised the need for the changes as a step toward making the budget more transparent. If the administration is to consult with the Academic Senate on the budget, the correct information must be available.

13. Student Survey: Mr. Woodyard informed the Policy Committee about progress in developing a survey instrument to be carried out next academic year. The plan is to send the survey to students in October.

[Provost Brown left the meeting.]

15. Committee Assignments: Policy Committee began the process of appointing members to the Academic Senate committees and selecting the Chairs of the committees for the 2012-2013 academic year.

Approved as corrected at the Policy Committee meeting of August 20, 2012