

ACADEMIC SENATE

PROCEEDINGS OF THE POLICY COMMITTEE

August 8, 2016

Present: J. Artiss; V. Dallas; D. Kessel; C. Parrish; L. Romano; W. Volz; K. Whitfield;
A. Wisniewski

Absent with notice: L. Beale; B. Roth; N. Simon

Guests: Carolyn Berry, Director of Marketing and Communication; Allison Martin, Assistant Vice President for Plan, Assessment, and Innovation; Darin Ellis, Associate Provost for Undergraduate Affairs; Daren Hubbard, Associate Vice President and Chief Information, Computing and Information Technology

The item marked with an asterisk constitutes the Action of August 8.

1. Strategic Planning: Ms. Berry and Ingrid Guerra-Lopez, Professor and Director of the Institute for Learning and Performance Improvement, co-chair the Strategic Plan Implementation Committee. Ms. Martin's responsibilities include overseeing that the Division of Finance and Business Operations executes and accomplishes its strategic goals. Mr. Volz is a member of the Implementation Committee. Ms. Berry and Ms. Martin met with the Policy Committee to learn their thoughts on evaluating the goals of the strategic plan.

The members of the Strategic Plan Implementation Committee formed subgroups that align with the goals of the University's Strategic Plan. Each school/college/division was charged with developing a tactical plan. There are variations in the plans. Some align closely with the University's Plan; some do not. The subgroups are looking at the units' tactical plans to identify their goals. The subgroups are to see if there are best practices in some units that could be used to assist other units in developing their plans.

The Higher Learning Commission is interested in the metrics the University will use and what we will track. We do not have a definitive process for this. The subgroups have been asked to identify the metrics or indicators that will be used to measure their progress in meeting the objectives. They are to assess if there are best practices that other units might use. They will be able to suggest modifications in the metrics originally established and identify roadblocks and challenges to meeting the goals. Ms. Berry and Ms. Martin will report the findings to President Wilson.

A member of the Policy Committee has observed that the strategic plans that work best are those that can be articulated precisely. They have a focus or a central goal. He believes the goal should be increased enrollment. Ms. Berry said that the goal is for Wayne State to be a premier public urban university by focusing on diversity and student success.

Provost Whitfield agreed that it is good to have a focus that is easily conceptualized and easy to communicate. He sees the central focus as student success. If students succeed our enrollment will increase and we will have financial

sustainability. If students are successful, they will understand the world and diversity. The Plan has a target number for enrollment and for the graduation rate. Administrators and faculty need to embrace the Strategic Plan

The only timetable to check on progress to meet the targets was the end of the years of the Plan. Ms. Berry said that when the Implementation Committee next meets it will set semester goals for tracking. Policy Committee and the Provost discussed with Ms. Berry and Ms. Martin the need to set goals throughout the process by which to measure success.

A Policy Committee member believes that the Deans and Department Chairs should be held accountable for meeting the goals. The office overseeing the implementation and success of the Strategic Plan is setting up a database to collect and track the initiatives in the tactical plans. It was suggested that a yearly report be made that tracks the success of the process. The Strategic Plan Implementation Committee will submit its findings to the President, to his Cabinet, and to the Policy Committee. The reports will be analyzed and recommendations will be made to the units.

Ms. Berry and Ms. Martin accepted an invitation to inform the Senate about the Strategic Plan during the winter 2017 semester.

[Ms. Berry and Ms. Martin left the meeting. Associate Provost for Undergraduate Affairs Darin Ellis and Vice President for Computing and Information Technology Daren Hubbard joined the meeting to discuss the draft of a verification of participation policy.]

2. Draft Verification of Participation Policy: Mr. Ellis explained that federal regulations require all institutions to verify that students engage in meaningful participation in academic aspects before they are allowed to receive financial aid. Meaningful participation means that a student starts a class. The University needs an institutional procedure by which to verify that students commence participation. The University is obligated to return to the federal government the financial aid money it receives for students who do not engage in academic activities. It is estimated that the University returns close to \$1 million of tuition a year. In addition to returning the money it has received, if the University does not report attendance to the government in 30 days, we pay penalties. A financial hold is placed on the student's record and he/she cannot receive financial aid.

Wayne State is not an attendance-reporting institution. Instructors determine their own attendance policies. If it were an attendance-reporting institution every instructor would have to take attendance at every class period.

The University does not now document the commencement of a student's participation in a course. It is the prerogative of the instructors whether they take attendance. Mr. Ellis is working with the Division of Computing and Information Technology to develop procedures for instructors to use to report participation. They are considering several ways in which this could be done. Mr. Hubbard said that, at this time, they are seeking the faculty's help in developing the methods. Policy Committee

suggested ways of recording participation and mentioned difficulties that may arise with some methods, particularly in large sections.

If students start a class late or if they participated but were not verified, the University will be able to reverse the decision. The need to report participation applies to undergraduate and graduate students.

Mr. Romano asked Mr. Ellis and Mr. Hubbard to attend a Senate meeting to tell the faculty about the need for the policy and the methods that will be used.

[Mr. Ellis and Mr. Hubbard left the meeting.]

After Mr. Ellis and Mr. Hubbard left, Mr. Parrish suggested that students' receiving financial aid but not attending class would affect the University's six-year graduation rate. If the negative effect could be determined, it might be useful to point that out to the state legislature when they review if Wayne State satisfies the metrics they use to allocate the state appropriation.

The Provost and PC members commented on the need to consider challenges outside the classroom that impede students' completing degrees. Provost Whitfield and Mr. Artiss attended a meeting where students proposed establishing a support group for students who are parents. They reported that nationwide 27% of college students are parents and 50% of the 27% do not graduate in six years.

3. Report from the Chair: Provost Whitfield recently met with the President's community advisory group, which is composed of people from different strata in the community. The group is a partner that may be able to assist the University in increasing its civic engagement.
4. Report from the Senate President: Mr. Romano chairs the FTIAC Parking Assessment Committee. He is checking how the Committee might survey students to get their opinions about the program where students do not pay for parking each time they enter a parking structure or lot.
- *5. Proceedings of the Policy Committee: Policy Committee approved the Proceedings of its meeting of July 25, 2016, as submitted.
6. Assessment of Graduate Assistantship Allocations: The Huron Consulting Group made recommendations to change the methodology used to allocate graduate assistantships. It appeared that the consultants do not know why departments have teaching assistants nor did they consider the quality of the graduate programs or the quality of the majors. Little consideration was given to the fact that Wayne State is a research university.

The current allocation has been in place for 40 years and, in some cases, is historical. The number of assistantships that were allocated likely was determined by the need for graduate assistants to teach laboratory courses and discussion sessions. In some disciplines the graduate assistants teach introductory courses.

A member noted that if we have a strategic plan that allows for growth and there is a pool of resources, the resources should be allocated to help achieve the goals of the plan. The size of the unit should be one of the metrics that determines the allocation of grad assistants. If a college requests additional grad assistants, the Deans should justify the need. The allocation is political, but if the best units are excluded from the process, the institution suffers. Another member pointed out that allocating minimal resources to units that have not had many grad assistants could result in a lot of productivity. On the other hand, there are areas where a lot of resources could be allocated but not result in improved productivity.

Provost Whitfield said that changes would have to be made slowly so departments can adapt. Departments should provide rationale for their allocation and demonstrate that the graduate assistants were needed. Accountability will be important as the University moves to a modified Responsibility Centered Management (RCM) budget model. Provost Whitfield will meet with the Deans in the coming year preparing them for the RCM. Those conversations will include the need to justify their requests for graduate assistants.

7. Tenure and Tenure Track Faculty Searches During FY 2016: Searches for 64 faculty were approved for hiring in fiscal year 2016; thirty faculty accepted.
8. Daycare Facility Implementation Committee: The charge to this Implementation Committee did not address the need for childcare for children between the ages of 2.5 years and 5 years. The Merrill Palmer Skillman Institute and the College of Education have early childcare education programs for children in that age group, but they do not provide the childcare that students, faculty, and staff need. Provost Whitfield will revise the charge.

[Provost Whitfield left the meeting to attend to other University business.]

9. New Student Convocation: Mr. Romano will address the new students August 30 at the New Student Convocation.
10. Standing Committee Assignments: Policy Committee reviewed the second draft of the committee assignments for the 2016-2017 academic year. They selected Chairs for the committees and the faculty and academic staff representatives and alternates to the Board of Governors Committees.
11. Daycare Facility Implementation Committee: Policy Committee nominated two faculty to serve on this Committee. Mr. Romano will contact them to find out if they will accept the appointment.

Approved as corrected at the Policy Committee meeting of August 22, 2016