

WAYNE STATE UNIVERSITY
ACADEMIC SENATE
PROCEEDINGS OF THE POLICY COMMITTEE

January 27, 2014

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

Absent with notice: J. Artiss; L. Beale

Guest: Monica Brockmeyer, Associate Provost for Student Success

The items marked with an asterisk constitute the Actions of January 27, 2014.

*1. Proceedings of the Policy Committee: The Proceedings of the Policy Committee meeting of January 13, 2014, were approved as submitted.

[Provost Winters joined the meeting.]

2. Agenda for the Academic Senate Meeting: The agenda for the meeting of February 5, 2014, was finalized.

3. General Education:

Provost Winters introduced the subject. The current general education requirements have not had a major revision since they were adopted ten years ago. President Wilson is looking to develop a strategic plan for the University and Provost Winters believes it would be good to examine general education at the same time.

Monica Brockmeyer, Associate Provost for Student Success, and Joseph Rankin, Interim Associate Provost for Undergraduate Affairs, have written a detailed charge to approach the work. Ms. Brockmeyer is seeking comment from Policy Committee about the proposed process.

In a previous conversation, Policy Committee had recommended that a blue ribbon committee be formed to revise general education. Policy Committee would appoint some members and a co-chair of the new committee, which is being called the General Education Development Committee. Ms. Brockmeyer will serve as co-chair. She will include members of the General Education Oversight Committee on the Development Committee because they could bring the day-to-day perspective to the task. The review process that Ms. Brockmeyer prepared is adapted from materials and recommendations of the Association of American Colleges and Universities.

Ms. Brockmeyer mentioned some reasons for the review. What do we want the Wayne State graduate to know in the 21st century? Students and faculty do not always understand the value of general education. Our current general education program does not have a focused outcome. Students graduate with more credits

than they need. There is overlap of some University requirements with college requirements so that students take two similar courses.

Policy Committee discussed the problems that occurred when general education was first introduced and when major revisions were made. They talked about various models of general education.

Policy Committee will begin the appointment process.

4. Report from the Chair:

- a. Provost Winters, Ms. Brockmeyer, Chief Information Officer Joseph Sawasky, and Assistant Vice President for Budget, Planning and Analysis Mark Byrd visited Georgia State University (GSU). They met with the Associate Provost and Assistant Provost in charge of student success, the Director of Advising, the Director of Financial Aid, and personnel from information technology, the first year experience, and their outreach program. The meeting, Provost Winters said, was excellent.

Georgia State is intrusive with their students on an institutional level. Holds are placed on students' records if they do not declare a major after their first year. GSU has a broader early warning system and a tighter withdrawal policy. Part of the early warning system is intervention by faculty with every student who gets a low grade. GSU has more one-on-one advising. They place students in cohorts for the first year.

They have a broader supplemental instruction program. They use more strategic and data oriented ways to deliver financial aid. They use financial aid to move students to graduate. They have donor-based support for students who are near completion and need financial assistance.

Georgia State's system is based on predictive analytics. They look at data to see where students are and how that matches the institution-based knowledge of pre-requisites for their major and what the grade should be to succeed in the major.

Policy Committee asked how the State of Georgia's support for higher education compared with Michigan's support. Provost Winters and Ms. Brockmeyer did not have that information. A member of the Policy Committee pointed out that Georgia State had implemented many of the strategies before turning to analytics to track students' progress.

[Ms. Brockmeyer left the meeting.]

- b. Asked about the status of the search for a Dean of the Graduate School, the Provost said that she hoped to make an offer to one of the candidates by the end of the week.

5. Winter Enrollment: The final numbers are not yet available but currently the head count for the winter 2014 term is down 2.8% and credit hours are down 2.4% compared with the winter 2013 term.
6. Meetings of Advisors: In a follow up to the report about the meeting at Georgia State University, issues related to advising were raised. Members of the Policy Committee believe it would be valuable for all advisors in the University to meet together to support each other. The advisors within the colleges should also meet. Some members thought this was occurring. Provost Winters will check.
7. Student Survey: Mr. Woodyard organized the dissemination of the 2012 Student Survey. He distributed the work so that many stakeholders across the University had input. When the survey was completed, the results were sent to the various units to address the problems identified. Mr. Woodyard was unable to find out if there had been follow up with the units as to whether the issues had been addressed. At a recent meeting of the Student Affairs Committee, Mr. Kohrman said that he was now in charge of the survey and that he would eliminate the team structure used in 2012. This is the opposite of the team effort about which the administration talks. Provost Winters was under the impression that teams would be formed for the new survey. She will check.
8. Policy Guidelines on Courses and Credit Hours: On January 13, Kelley Skillin, Director of Professional and Academic Development in the Provost's Office, and John Vander Weg, Interim Associate Provost for Academic Personnel, met with the Policy Committee and discussed a draft document dated January 2, 2014, titled "Policy Guidelines on Courses and Credit Hours." The document was prepared to meet both federal guidelines and accreditation requirements. At the January 13 meeting, Policy Committee objected to the classifications assigned to some courses that are specific to particular disciplines and objected to the allocation of credit hours to laboratories and to discussion sections. It was Policy Committee's understanding that there would be further discussion about these concerns and a revised document would be given to the Policy Committee.

However, the document, still marked as a draft, was sent to the Deans and from the Deans to departments telling them that they were to conform their courses to the requirements in the document. The stated requirements do not meet the needs of the departments and, because some departments have their own accreditation bodies, changing the courses as they now are configured would result in the loss of their accreditation and/or drastically affect student learning.

Provost Winters said that departments could appeal the requirements. She also said that every program that recently was re-accredited by their disciplinary accreditation body was found to not be in compliance.

The Policy Committee wants evidence that departments cannot have more flexibility for laboratory and quiz sections. At the January 13 meeting, the Committee was under the impression that the words "not less than" would be added to the sentence in the document that specifies how many credit hours would be allotted to laboratory

sections so that it would read that the lab portion of a course *would meet at least* two to three hours per week, not that the lab portion *must meet* two to three hours per week for each credit earned. Some labs, Mr. Romano said, are not work intensive but are time intensive. In addition, counting discussion sections taught by teaching assistants as a lecture is not consistent with the federal guidelines and needs to be reconsidered.

Provost Winters will check into the matter.

9. Apportionment: Mr. Woodyard, the Chair of the Elections Committee, distributed the chart showing the number of members the Academic Senate will have in the 2014-2015 academic year. The numbers are based on the number of faculty and academic staff currently in the units. The total number of members drops to 84. Liberal Arts and Sciences gained one seat; the School of Medicine and the Law School each lost one seat.
10. Reports from Liaisons:
 - a. Clinical and Translational Science Committee: Mr. MacArthur is a member of this Committee. The Committee met with the consulting firm Faegre Baker Daniels (FBD). The firm's role is to recommend how Wayne State can position itself to secure a clinical and translational science award. FBD told the CTS Committee that smaller CTS awards might be funded starting in mid 2015. The Batelle Group also will be on campus to look at our increasing research on a university-wide basis.
 - b. Student Affairs Committee: Mr. Woodyard, the liaison to the Student Affairs Committee, reported on the meeting of January 14. The administration is in favor of conducting the student survey in fall 2014. The Committee thinks the involvement of many stakeholders as in the last survey is a good approach. Randie Kruman from Student Disabilities Services informed the SAC about the services the office provides to students. The office provides support to students with attention deficit hyperactivity disorder, psychological and psychiatric disorders, visual impairments, hearing impairments, learning disabilities, physical disabilities, health impairment and temporary disabilities.

Approved as corrected at the Policy Committee meeting of February 3, 2014