Approved 5 December, 2012 SAC #3

Indiana State University

Faculty Senate

Student Affairs Committee

November 14, 2012

2:00 p.m., Scott School of Business

Business community Conference Center, Room 222

Present: Committee: Committee: Azizi Arrington-Bey, James Buffington, Swapan Ghosh, Jake Jakaitis, John Liu, Della Thacker. Students: Matt Copas, Rachel Leshinsky, Jacoby Waldron, Ex-Officios: Alma Anderson, Brian Coldren, Kimberly Monte

1. Call to Order.

Buffington called meeting to order at 2:02pm. The agenda was adopted as distributed.

1. Approval of minutes (SAC 12/13, #2, 10/24/12)

Move to approve: Thacker/Arrington-Bey. **Motion passed** **5-0-0**.

1. Chair’s Remarks.

No remarks.

1. Report on Charges
	1. SGA Senate.

Jakaitis discussed the highlights from the SGA Senate’s meetings October 24th & November 7th (Appendix A).

* 1. Faculty Scholarship.

Buffington distributed handout about some issues related to the scholarship as presented to him from Ann Rider with comments from Virgil Sheets. (Appendix B) Difficulty maneuvering through the Foundation’s website to find “donate” page. Once the “donate” page is found, the Faculty Scholarship is not listed as an option and must be entered in under “Other.” Considerable concern was expressed about money intended for the Faculty Scholarship being diverted to other scholarships. There is a request for additional information on scholarship guidelines for recommendations and on scholarship recipients. Coldren emphasized students that may request FERPA confidentiality and the need to check with students before releasing their name as Scholarship recipients. Committee will evaluate all of the concerns, check the Policy & Procedures, and provide a response to the items raised.

* 1. International student enrollment.

Buffington distributed a statistical report (Appendix C). Fall, 2012, total: 616 – Largest since Fall, 1993, total: 646. Fall, 2011, total: 556 – Largest since Fall 1997, total: 558.

* 1. Complete annual report of activities.

Buffington continues to work on annual report.

* 1. Relationship between textbook purchase and delayed receipt of students’ financial aid.

Copas indicated the committee continues to work on this.

* 1. Course evaluation policies and practices.

Buffington distributed copies of report that will be presented to the Faculty Senate Executive Board at the November 27th meeting (Appendix D).

* 1. WP/WF Policy.

Buffington distributed a statistical survey taken among peer institutions and those in Indiana, of the use of WF/WP grade options (Appendix E). Buffington distributed a report of ISU overall students AY 2010-2011 & 2011-2012, receiving WP/WF grades (Appendix F). Jakaitis distributed recommendation and rational for eliminating WP/WF grades. Recommendation was revised:

We propose that effective fall 2013, the WF and WP grades be eliminated and that ISU students withdrawing from the university after the last day to drop for the specified term be awarded a grade of W in each of their classes. While the W grades will appear on their transcripts, quality points will not be awarded and therefore not factored into the student GPA for both graduate and undergraduate students. We also recommend that this policy be inclusive of all terms.

Move to forward revised recommendation to Faculty Senate Executive Board: Thacker/Swapan. **Motion passed 6-0-0.** Buffington will contact Virgil about presenting SAC WP/WF recommendation to Faculty Senate Executive Board at the November 27th meeting.

1. Administrative reports

Chair.

Buffington shared an email about campus and city buses not running on Veterans day, November 12th and how it affected several students that arrived late or missed class. The email mentioned that students were unaware of the closures and questioned the notice given about the buses suspending service for the holiday. It was found that notices were posted one week before and sent through global and other avenues. Waldron will bring this information up to SGA Senate.

Administrative.

No reports.

Student Reports.

Copas mentioned a petition the students have been circulating related to the adjustment of minimum GPAs from 1.0 to 0.85. Copas requested information about exact procedures and processes to have the students’ concern addressed. Buffington responded that a recommendation can be presented to the SAC committee from the students.

1. Next SAC Meeting

December 5th, 2:00 p.m., Scott College of Business, Room 222.

1. The meeting was adjourned at 3:06 p.m.

Respectfully Submitted,

Azizi Arrington-Bey

**Appendix A**

To: Student Affairs Committee

From: WP/WF Subcommittee [Jake Jakaitis, Della Thacker, Jacob Waldron, Josh Powers, and Brian Coldren]

RE: Recommendation and Rationale for Eliminating WP/WF Grades

The subcommittee on WP/WF grades met on October 25 to discuss the recommendation from Susan Powers in the Office of the Provost and Vice-President for Academic Affairs regarding WP and WF grades. That recommendation is copied below:

We propose that effective Fall 2013, the WF remain as a grade option and appear on the transcript, but quality points (0.0) are not awarded and therefore not factored into the student GPA for both graduate and undergraduate students.

Our charge was to review the recommendation and approve, modify, or reject it.

After reviewing the withdrawal grade policies of our 19 peer institutions as well as those of Ball State University, Indiana University, IUPUI, and the University of Southern Indiana provided by Associate Vice-President Powers and our own practices and procedures regarding student withdrawals, we have developed the following recommendation:

We propose that effective fall 2013, the WF and WP grades be eliminated and that ISU students withdrawing from the university after the last day to drop for the specified term be awarded a grade of W in each of their classes. While the W grades will appear on their transcripts, quality points will not be awarded and therefore not factored into the student GPA for both graduate and undergraduate students. We also recommend that this policy be inclusive of all terms.

Rationale:

* Of the 24 institutions surveyed, only 4 continue to use WP/WF grades for withdrawing students, and only 3 of them allows allow the WF grade to impact the GPA. The Committee notes that eliminating WF/WP grades and the impact of a WF on students' GPA would align us with our peer institutions as well as with the principal public institutions in the State of Indiana.
* If a student withdraws from ISU before the 10th week of the semester [by Monday, October 29, this fall, for example] the student's record is wiped clean; there is no record of the student's ever having attended ISU during the relevant term. However, if the student withdraws one day past the established 10th week deadline, that student currently is assigned a WP or WF in each class and the WF impacts the student's GPA.
* At present, WP/WF grades are not used by ISU for students who withdraw from summer sessions, so eliminating these grades for fall and spring semesters would create consistency. Students who withdraw from summer sessions receive a grade of N or F, and neither grade impacts their GPA. Perhaps we should include a recommendation that students who withdraw during summer sessions also receive a W grade to create consistency.
* A study of the grades assigned to students who withdrew from ISU during the 2010-11 and 2011-12 academic years reveals considerable inconsistency in the assigning of WP or WF grades. Of the 186 students who withdrew during the two- year period, 95 [slightly above 51%] were assigned WP grades in some classes and WF grades in others. While this inconsistency clearly in part results from differing faculty perspectives or policies, it also seems clear that the disparity of grade assignment in these circumstances is impacted by the fact that faculty rarely know the reasons for an individual student's withdrawal.
* While some might support WF grades, believing that students should experience consequences for withdrawing from school, SAC feels that the loss of academic credit and of income expended for tuition and, in many cases, room and board is penalty enough. A W grade on an academic transcript is sufficient to document the student's performance. Adding a WF grade, especially one that impacts a student's GPA, seems less like a penalty and more like vengeance.

**Appendix B**

**Faculty Scholarship—Some Issues**

I recently received an email from Ann Rider, who has raised some interesting issues regarding the Faculty Scholarship.

1. The newly redesigned Foundation website seems to fall far short of SAC’s expectations. Previously, if a donor wanted to earmark a donation to the Faculty Scholarship, he or she had to scroll through a list of 10-20 special scholarships, but would not see the Faculty Scholarship listed. The last option on the list was “Other,” with a blank space designated for writing in the name of the scholarship. SAC wanted this scholarship to be among the 10-20 listed. One reason for this concern was fear that some of the money intended for the Faculty Scholarship was being diverted to other scholarships. It is very difficult getting information from the Foundation about amount donated and who the donor was. The Foundation does not release the names of donors, but will supply total monthly contributions. One can submit a request for such information in September, 2011, and then receive the information in March, 2012, which will contain donors through December 2011. There are instances of known donors contributing $X during Month Y, and the report total for Month Y will be less than the known contribution. Now, the Foundation’s newly redesigned website seems to compound the problem. A potential donor needs to do considerable looking around just to find the “donate” pages. Furthermore, the list of 10-20 designated scholarships has been shrunk to three; one must still check “Other,” and write in “Faculty Scholarship.” Should SAC invite a representative from the Foundation to speak at one of our meetings about this issue, or should we address it in some other way?
2. Ann notes: For the past two years I have been inundated by students asking for letters of recommendation for the Faculty Senate Scholarship.  It would help me immensely to feel good about the money and the recommendation work to have two things:
3. clearer guidelines of what the committee is looking for so that letters of recommendation can be tailored to the scholarship
4. a public announcement of who actually receives the scholarship.  Perhaps this is done at the annual banquet, but since only Faculty Senate members are invited to the banquet, those of us who are not on Senate have not in the past, or at least to my knowledge, learned about who received the scholarship.  It is possible I have missed such announcements, in which case could you please direct me to where I would find that information annually?

Here is how Virgil Sheets responded to these concerns:

Your recommendation about the criteria being available so that people can write letters that speak to them is important.  The website lists pretty limited information on the selection process.  It also offers no information on past winners (something that should be up there) and I note that the current application link is “dead.”

I do note that the winners are typically announced in the spring Senate meeting, but I think a more general announcement (maybe via a global) would be appropriate.

Buffington notes: If SAC decides that guidelines for awarding scholarships be made available to letter-of-recommendation writers, what information should we give them (I sent Ann our rubric), and how do we go about giving them this information?

Finally, there is a concern that Pat Kennedy is uncertain whether she can email all faculty. Virgil notes that Pat will be stepping down at the end of November, and we wait until then before resolving this email issue.

**Appendix C**

**International Student Enrollment**

**Report to Student Affairs Committee**

**November 14, 2012**

The Office of International Programs and Services has announced enrollments in fall of 2012 were 616. This total compares to the 556 enrolled in fall of 2011. The fall of 2011 enrollment was the highest since fall of 1997, when 558 were enrolled. The fall of 2012 total is the largest since fall 1993’s 646.

The Office of International Programs and Services is in the process of changing its name to the Center for Global Engagement. There is some possibility that the Center will become the Lee Hamilton Center or the Richard Lugar Center.

**Appendix D**

**Report to Faculty Senate Executive Committee on Course Evaluation Policies**

**University Student Affairs Committee**

**Jim Buffington, Chair**

**November 9, 2012**

The Charge: Undertake a review of current rules governing course evaluation policies and practices at department and college levels.

B. Guell and A. Finch prepared and distributed a questionnaire to all department chairs (54 departments with 100 majors). Responses were received from 22 chairs. From the results of the questionnaire, the SIR evaluations were used primarily for faculty retention, promotion, post-tenure, and merit pay decisions and the SIR data had limited application in providing formative teaching information. It was indicated that a majority of the department chairs felt that ownership of the SIR data was shared between the individual faculty member and the department.

In light of the inconsistencies reported in the SIR evaluation survey obtained from department chair, the actual purpose of the SIR data needs to be discussed at a faculty forum and further study of this topic may be needed. Approved 4-0-0, March 19, 2012.

Move to forward summary to Faculty Senate Executive Board for direction: Thacker/Arrington-Bey. Approved 6-0-0, October 24, 2012.

Survey Results are in an attached document.

**Appendix E**

|  |  |  |  |
| --- | --- | --- | --- |
| **Institution Name** |  | WF | Part of GPA? |
| Bowling Green State University-Main Campus | Yes | Yes |
| Cleveland State University |  | No |  |
| East Tennessee State University |  | Yes | No |
| Idaho State University |  | No |  |
| Indiana University of Pennsylvania-Main Campus | No |  |
| Middle Tennessee State University |  | No |  |
| South Dakota State University |  | No |  |
| Tennessee State University |  | No |  |
| Texas Woman's University |  | Yes | Yes |
| University of Akron Main Campus |  | No |  |
| University of Arkansas at Little Rock |  | No |  |
| University of Missouri-Kansas City |  | Yes | No beginning Fall 2012 |
| University of Missouri-St Louis |  | No |  |
| University of New Orleans |  | No |  |
| University of North Carolina at Greensboro |  | Yes | Yes |
| University of South Alabama |  | No |  |
| University of South Dakota |  | No |  |
| Wichita State University |  | No |  |
| Wright State University-Main Campus |  | No |  |
|  |  |  |  |
| Ball State University |  | No |  |
| Indiana University Bloomington |  | No |  |
| IUPUI |  | No |  |
| University of Southern Indiana |  | No |  |

**Appendix F**

|  |  |
| --- | --- |
| **Overall Students AY 2010-2011 & 2011-2012** |  |
| **REVISED 10/25/12** |  |  |  |
|  |  |  |  |  |
| **Term** | **Total Students issued WP or WF Grades** | **All WPs** | **All WFs** | **Combination** |
| 201201 | 32 | 18 | 1 | 13 |
| 201105 | 53 | 16 | 4 | 33 |
| 201101 | 46 | 16 | 6 | 24 |
| 201005 | 55 | 23 | 7 | 25 |
|  |  |  |  |  |
| **TOTALS** | 186 | 73 | 18 | 95 |
| **Percentag** |  |  39.25% | 9.68% | 51.08% |
|  |  |  |  |  |
|  |  |  |  |  |
| **By Unit** | **Total Students issued WP or WF Grades** | **All WPs** | **All WFs** | **Combination** |
| CAS | 43 | 17 | 3 | 23 |
| CASE | 7 | 4 | 0 | 3 |
| COB | 17 | 5 | 2 | 10 |
| COBE | 0 | 0 | 0 | 0 |
| COE | 3 | 0 | 0 | 3 |
| COT | 19 | 4 | 2 | 13 |
| COTE | 1 | 0 | 1 | 0 |
| NHHS | 39 | 17 | 4 | 18 |
| NHHSE | 1 | 0 | 0 | 1 |
| SASC | 23 | 3 | 2 | 18 |
| CGPS | 33 | 23 | 4 | 6 |

**Appendix G**