

**Executive Committee
Meeting Notes
February 13, 2018**

In attendance: President Farish, Provost Workman, Senate President Bosco, Senate Vice President University Matters Moskowitz

Not present: Senate Vice President Academic Affairs Soto

Pending Items

NEASC self-study – this has been posted on Bridges

Lab fee report from Academic Standards and Policies Committee – This is currently with Finance with the goal of having the funding equal to the lab needs

New Business

- a. Motions from the Academic Standards and Policies Committee: (all passed unanimously)
 - i. The Faculty Senate recommends that the Independent Study designation no longer be used for senior or graduate theses. Those departments that offer theses, but do not have a course number assigned to those projects, should add the Thesis course to their program offerings in the catalog.
 - ii. The Faculty Senate recommends that the deadline for submission of Independent Study proposals to the relevant Dean be designated as “within seven days of the first day of classes,” and that the Dean act on these proposals within seven days of their submission.
 - iii. The Faculty Senate affirms the faculty’s belief that independent studies are an important element of an RWU education. Consequently, the Faculty Senate recommends the appropriation of adequate funds to support this high impact practice of one-on-one student faculty collaboration.
 - iv. The Faculty Senate recommends that the designation “independent study” not be used for low-enrolled classes. The latter, if essential for the students’ progress towards graduation, should be listed as courses on the students’ transcript.

The Provost will bring these recommendations to the Deans’ Council.

- b. Motion regarding composition of Faculty Emeritus Committee (Bosco, Soto) passed unanimously – call for volunteers from President Bosco – names sent to Provost Workman
- c. Substitute Motion: (Bosco, Melton) charge Academic Standards and Policy to investigate why the existing policies regarding transfer credit and grades from institutions other than RWU (including study abroad and international exchange) are not being followed or are being followed inconsistently. Academic Standards and Policies should also provide clarity to relevant departments on campus on how the policy should be implemented. Passed unanimously

d. Substitute Motion: The Executive Committee launch the conversation with the Administration relaying the Senate's concerns regarding the Career and Development Center. (Soto/Bosco) – passed unanimously.

Discussion of the effects on students and programs of the current status of this Center. The need for a better relationship between Career Services and school Advisory Boards and Alumni Relations was part of this discussion. Vice President Soto, who met Director of the Center for Career and Professional Development Cantine, will invite him to the March 7 Senate meeting to provide an overview and do a brief Q&A.

e. Motion: Move to charge the Academic Policies and Standards Committee to meet with the Registrar to provide recommendations on the following (Bosco, Emmer):
-a new course substitution form/process
-standardizing the procedure to add students into filled classes
-exam schedules (within contract language). Passed unanimously

The Provost distributed a document proposing a change to the structure and processes of the Academic Sanctions Committee. One area of focus is improving the appeals system. This proposal was sent to the Academic Policies and Standards Committee for their input and communication to Faculty Senate.

The Provost distributed a copy of a proposed policy regarding use of copyrighted materials. This policy was developed by Lindsey Gumb in the Library who works with our Open Educational Resources initiative in conjunction with Joseph Sassi in the Office of General Counsel. The Executive Committee has forwarded this proposal to Senators Engvall and Topf for their comment.

Registrar Dan O'Driscoll is exploring a more efficient way to process small (technical) curriculum changes, such as course name change. The Provost asked assistance in moving this work forward. The Executive Committee recommended that the Registrar contact Curriculum Chair, Jennifer Stevens.

Respectfully submitted,
Susan Bosco, Faculty Senate President and Dave Moskowitz, Senate Vice President for University Matters