



Academic Assembly
Monday, October 30, 2023
2:05 p.m. – 3:35 p.m.
Student Center 130 & Zoom

MINUTES

Members Present: Carol Adams, Wan Bae, Philip Barclift, Marc Cohen, Douglas Eriksen, Naomi Hume, Nalini Iyer, Tayyab Mahmud, Shane P. Martin (Provost, *ex-officio*), Richard McGaha, Patrick Murphy, Robin Narruhn, Jodi O’Brien (Vice Provost, *ex-officio*), Rachel Olsen (Staff Council, *ex-officio*), Benjamin Jones-Rice (SGSU, *ex-officio*), Bryan Ruppert, Patrick Schoettmer, Frank Shih, Aditi Somani (GSC, *ex-officio*), Kirsten Thompson, Phillip Thompson, Erin Vernon, Kerry Von Esch, and Glenn Yasuda.

- I. Opening Remarks, AcA President Marc Cohen** **2:10 p.m. – 2:12 p.m.**
- a. Meeting was called to order at 2:06 p.m. by Academic Assembly President, Marc Cohen.
 - b. **MOTION** Moved by Marc Cohen: “Move to approve the agenda for the October 30, 2023, meeting of the AcA.” Seconded. **Approved.** Unanimously.
 - c. **MOTION** Moved by Marc Cohen: “Move to approve the meeting minutes from October 16, 2023, as revised, out of session, by AcA members.” Seconded. **Approved.** Unanimously.
- II. Updates from the Provost, Provost Shane P. Martin** **2:12 p.m. – 3:06 p.m.**
- Fall enrollment figures showed a 3% increase in the undergrad retention rate, with more FTIC students than anticipated. Transfer rates are down nationwide. Graduate programs faced challenges due to data forecasting errors and students leaving for job opportunities. The Provost Convocation is scheduled for November 9 and the President’s Town Hall is scheduled for November 14. All are encouraged to attend.
- Regarding healthcare premiums, HR is engaged in negotiations with healthcare insurance companies. The Assembly raised the question of offering on-campus childcare facilities, which could benefit SU students, faculty and staff, and Seattle community while enhancing the educational experience for students in certain academic programs. Provost Martin expressed support for this idea and will reopen discussions regarding childcare benefits.
- III. Updates on Academic Policies** **2:22 p.m. – 3:06 p.m.**
AcA VP Bryan Ruppert, Chief of Staff and Associate Provost David Lance and Associate University Council Sarah Cox
- The discussion focused on the development and communication of university and academic policies. A University policy, Policy on Policy Development, is currently in the consultation phase. The policy outlines how to draft, approve, and implement University policies and includes a process for involving stakeholders from the academic community. The discussion also addressed

the communication of policies to students, with student-specific policies going to the Dean of Students' website and being communicated through emails.

A new proposed Conflict of Interest Policy was also discussed, covering definitions of conflicts, disclosure, mitigation, and approval processes. There were queries about the definition of a faculty member's excessive or unauthorized use of university time or resources, and profiting from materials assigned to students.

Proposed revisions to the Repeated Courses Policy were also discussed. The proposed revisions were brought forward as part of the University's focus on student success and retention. The proposed revisions would delete the requirement that an undergraduate student may only repeat a course if they received a grade of C or below. The updated policy would also use the highest grade earned to calculate the cumulative GPA. Mr. Lance responded to comments regarding students who would seek to repeat a course solely to improve their GPA, and students' ability to pay for repeated courses. Mr. Lance also proposed revising the Academic Integrity Policy to clarify the applicability of the "submitting work for multiple purposes" section to the Repeated Courses Policy.

Vice President Ruppert presented an interim structure for a new Academic Policy Review Committee. The committee would work on a backlog of academic policies that have been identified for review or development. There was a call for feedback. Two draft resolutions were read out loud and voted on: (1) Resolution on the adoption of an interim Charter for the Academic Policy Review Committee, and (2) Resolution on temporary appointments to the Academic Policy Review Committee.

MOTION Moved by Bryan Ruppert: "I move to approve the interim charter for the Academic Policy Review Committee." **Approved. Unanimously.**

MOTION Moved by Bryan Ruppert: "I move to approve the temporary appointments, outlined in the distributed resolution, to the Academic Policy Review Committee." **Approved. Unanimously.**

IV. Update from the Committee on Committees, AcA VP Patrick Schoettmer 3:06 p.m. – 3:21 p.m.

The meeting included a discussion about the Board of Trustees (BoT) bylaws, underscoring the Assembly's advisory role and the faculty nomination process for BoT committees. It was decided to postpone faculty appointments to BoT committees for further deliberation. Facilitated by the Office of the Provost, the Committee on Committees (ConC) will follow up directly with the Secretary of the BoT to discuss the nomination process. Additionally, the Assembly reviewed nominations for the OSP Advisory Committee and the Open Education Task Force and then proceeded with a vote.

MOTION Moved by Patrick Schoettmer: "I move to waive the seven-day rule, outlined in §7.6.1 in the AcA Bylaws." A discussion did not ensue. **Approved. Unanimously.**

MOTION Moved by Patrick Schoettmer: "I move to approve the slate of candidates to the OSP Advisory Committee and the Open Education Task Force." A discussion did not ensue. **Approved. Unanimously.**

V. Updates from the Program Review Committee

AcA VP Patrick Murphy, Charles Tung and John Fleming

Deferred to a subsequent meeting.

VI. Open Business

3:21 p.m. – 3:36 p.m.

The discussion focused on the schedule for open faculty meetings. It was noted that these meetings provide opportunities to learn about various aspects of the University. Gratitude was expressed to the AcA VPs for their dedicated work in recent weeks, and the VP of HR was suggested as a potential visitor. Upcoming meetings and the use of Zoom for executive sessions were also considered. A vote via Qualtrix on Zoom's convenience and other aspects was suggested, with discussion on the advantages and limitations of Zoom and in-person meetings.

Meeting was adjourned at 3:36 p.m.