

**WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE**

**PROFESSIONAL CONCERNS COMMITTEE
Meeting Minutes of 15 November 2017
Faculty Lounge, Bernhard Center**

Members Present: Kelly Ackerson, Rob Eversole, Melissa Intindola, Nora Lewis, Cindy Linn, John Miller, Marcel Zondag

Member Absent: Valerian Kwizile

Ex Officio Member Present: Bret Wagner (substitute for John Jellies)

Advisory Members Present: Nicole Albee, Director, Office of Student Conduct, Kathy Mitchell, Ombudsman

Staff: Sue Brodasky

The meeting was called to order by Chair Eversole at 12:30 p.m.

PROCEDURAL ITEMS

Acceptance of the Agenda

A motion was made and seconded to accept the agenda as presented. Motion carried.

Approval of 18 October 2017 Minutes

A motion was made by Linn, seconded by Ackerson, to approve the 18 October 2017 minutes as presented. Motion carried.

Chair's Remarks – Eversole

Eversole's comments covered:

- The committee will begin working on the charges established at the last meeting.

ACTION / INFORMATION ITEMS

Establish a timeline for Faculty to Report Academic Violations

Eversole noted that he has no perceived notions as to how long a timeline should be set for faculty to report students suspected of violating academic integrity. Discussion was held. Mitchell provided an example of a student that is asking for an appeal of grade sanction that was imposed in fall 2016 where the faculty has yet to report the student to the Office of Student Conduct. She cautioned that faculty might not understand their responsibility and requirement to report violations. Eversole noted that it needs to be insured that the policy states violation must be immediately reported. He suggested inviting University Legal Counsel for further discussion. Staff will invite Carrick Craig to the next committee meeting. Also, staff will distribute the policy to the committee member and Craig prior to that meeting date.

*Explore Solicitation of Membership for Grade Appeal and Program Dismissal
Appeal Committee and Academic Integrity Committee*

Mitchell stated that several more faculty have volunteered but there are still openings in each college. It was suggested including the statistics of participation

to chairs and deans during recruitment in order to build a sense of competition. Eversole suggested having an announcement made at a Faculty Senate meeting to ask for volunteers. Albee stated that her office had offered a second round of training for those who were identified after the first training took place, and it appeared to help. Mitchell felt there was no need to do a second solicitation for GAPDA. Mitchell will submit the names of faculty who have volunteered but ultimately are unable to serve to the FS staff so that they may be removed from the roster and the deans can be notified that a new volunteer is needed. It was suggested to change the AIC annual recruitment to spring. Albee agreed. Eversole suggested providing letters of recommendation for the students who participate in AIC. The spring recruitment timeline was established such that the email to department chairs will be sent by the FS office the first week of the spring semester with responses due in two weeks. Albee will establish the training schedule and notify the FS staff. She and FS staff will update the recruitment letter.

Create a Cycle for Review for Policies

Eversole postponed this topic due to Jellies absence. He stated that Jellies is collecting a definitive list of the policies in question. Brodasky reported that there is a university committee developing a policy on policies in response to a Higher Learning Commission initiative, which is chaired by Associate Provost Jody Brylinsky. Staff was asked to invite Associate Provost Brylinsky to update the PCC on the policy on policies committee's activities.

OTHER

Albee brought forward a concern from a faculty member regarding student group/project work where one or more sections are suspected of academic violation resulting in sanctions for all students involved. Discussion was held. It was suggested that this topic be discussed with General Counsel Carrick Craig at the next meeting.

Wagner reported that he will be meeting with the Financial Aid Office next semester to follow up on the grade forgiveness proposal he had submitted to PCC last academic year. He plans to bring it back to PCC following that meeting.

ADJOURNMENT

The meeting was adjourned at 1:20 p.m. by Chair Eversole.

Sue Brodasky, Faculty Senate Administrator