

WESTERN MICHIGAN UNIVERSITY  
FACULTY SENATE

PROFESSIONAL CONCERNS COMMITTEE  
Meeting Minutes of 19 September 2018  
Bernhard Center Faculty Lounge

**Members Present:** Kelly Ackerson, Rob Eversole, Melissa Intindola, Valerian Kwigizile, Cindy Linn, John Miller, Matthew Mingus

**Member Absent:** Marcel Zondag

**Ex Officio Member Present:** John Jellies

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

**Guest:** Richard Gershon, Faculty Senate President

**Staff:** Sue Brodasky

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

**PROCEDURAL ITEMS**

*Acceptance of the Agenda*

A motion was made by Jellies, seconded by Ackerson, to accept the agenda as provided. Motion carried.

*Approval of 18 April 2018 Minutes*

A motion was made by Jellies, seconded by Ackerson, to approve the 18 April minutes as presented. With one abstention, the motion carried.

*2018-19 Professional Concerns Committee Charges – Gershon*

Gershon noted that the discussions this committee engages in are of a depth that concerns all of the University, this is shared governance work being done. The 2018-19 charges for PCC are exciting and difference makers, but there are not a lot of charges because it is about doing things well and some of the charges will take some time. The charges are not a static document but rather a starting point. The committee is encouraged to consider other things that need to happen which the committee should talk about. If the committee would like to add charges please share those with representative Jellies to communicate them with the Executive Board. Committee members were encouraged to come to meetings prepared, and if they are unable to attend, they should send a substitute. Gershon thanked the committee membership for their service to the Faculty Senate. Discussion was held regarding specific charges.

*Chair's Remarks*

Eversole welcomed the committee members and stated that several discussion topics will be forthcoming for this academic year.

**ACTION ITEM**

*MOA-18/05: Creation of Undergraduate GPA Revision for Change of Program/Unit – Jellies*

Jellies reported that the Undergraduate GPA Revision report was reviewed and accepted by the Executive Board. The EB is now asking for the development of an Memorandum of Action from that report, which has been drafted and distributed. The recommendation in the MOA is to create an academic policy. Jellies noted that there has been positive feedback from the president and provost regarding this concept. Jellies recommends that the MOA be put before the Senate in a first reading followed by a vote at the next meeting. The EB invites Eversole as chair to present the MOA at the Senate meeting, but all members of the committee are encouraged to attend the Senate meeting when the MOA is on the agenda. It is anticipated that Director Bret Wagner will answer questions from the Senate since he drafted the report. The committee reviewed the rationale and made grammatical edits. Jellies and Brodasky were asked to determine how the MOA might have to be submitted to the University Committee on Policies. Discussion was held.

A motion was made by Jellies, seconded by Linn, to recommend MOA-18/05 to the Executive Board. Motion carried.

**INFORMATION ITEMS**

*Grade Appeal Timeline Change – Mitchell*

Mitchell requested a change in the student timeline to appeal a grade to 20 days rather than the current 60 days. This change would bring this policy in line with dismissal policy timeline. Discussion was held. Miller explained that the 60 day timeline was established by PCC with the intent to span the summer sessions allowing students and faculty who are away to be able to address the issue once they return for fall semester. Mitchell reported that limiting it to 20 days would allow programs that have cohorts and clinicals to address the need for the student to repeat the course, or address other fall enrollment issues. Albee expressed interest in adjusting the timeline to match other policy, but cautioned decreasing it any further. It was confirmed that the student could notify the chair of the department if they are unable to reach the faculty member. It was noted that there are universities with five-day policies. Mitchell was asked to provide statistics of length of time it takes students to notify for appeal at the next meeting.

*Military Short-Term Absence Policy – Jellies*

Jellies reviewed the suggested policy that was initially directed to the Executive Board from Military Affairs. Discussion was held. Concerns were expressed about some of the language and the length of absence being 15 days. The committee will discuss the suggested policy in more detail at the next meeting before inviting Military Affairs, the provost, Institutional Equity, and Transfer of Credit Committee representatives. Brodasky was asked to distribute the Incomplete Grade Policy and Hardship Withdrawal Policy to the committee with meeting materials for the next meeting.

**ADJOURNMENT**

The meeting was adjourned at 1:31 p.m. by Chair Eversole.

Sue Brodasky, Faculty Senate Administrator