

**WMU Faculty Senate
Professional Concerns Committee (PCC)
Charges for 2018-19**

John Jellies will serve as the Faculty Senate Executive Board representative on PCC

ROLE STATEMENT

In addition to annual charges, it may receive from the Faculty Senate Executive Board, the Professional Concerns Committee acts as the oversight committee for reviewing and monitoring all University policies and procedures dealing with academic conduct, including academic dishonesty, grade appeal and program dismissal issues.

CHARGES FOR 2018-19

In addition to its specific responsibilities listed in the Professional Concerns Committee's role statement and the work of subcommittees if such exist, the Faculty Senate Executive Board charges the PCC to consider, as a committee of the whole or through the appropriate subcommittee or task force, the following issues:

1. Review the scope and description of the role statement and assess the effectiveness of committee practices. Address any continuing or outstanding issues or initiatives as directed by the Faculty Senate Executive Board.
2. Address any continuing or outstanding issues or initiatives as deemed necessary by the committee. To the extent possible, conclude any outstanding initiative by producing a Memorandum of Action, report, or resolution.
3. Finalize working details in support of the Undergraduate GPA Revision Policy with the goal of developing a Memorandum of Action. Including a public presentation to the Faculty Senate regarding the rules and criteria established in the policy.
4. Examine the challenges in reporting grades on time to determine if the Faculty Senate can help facilitate communication around this issue. (NOTE: the requirement and timing for submitting grades is a contractual issue and beyond the purview of the Faculty Senate).
5. Establish an appropriate timeline for which faculty have to report a student for suspicion of academic violation.
6. Develop a cycle of review of all University policies and procedures related to student academic conduct.

NOTE: The PCC will seek information from any administrative office to maintain communications with that office on issues directly related to it. Committee recommendations are to be submitted to the Executive Board in the form of a memorandum of action (MOA) on which the recommendation(s) is/are stated. Any draft MOAs requested by the Executive Board should be submitted using the DRAFT MOA template included in the Faculty Senate Council/Committee Chair Handbook.

The PCC chairperson shall provide a written summary of the council's progress for the year; list the above charges noting each item's progress and current status; any other activities undertaken; and draft charges for the 2019-20 academic year, no later than June 30, 2019.