

# Academic Standards and Policy Committee Meeting

## Minutes

June 19, 2018

12pm – 1pm

**Chair:** Donna Emanuele

**Members:** Sheree Aston, Eric Gupta, Shalechia Hunt, Beatrice Saviola, Irina Vukmanovic Nosrat

**Absent:** Valerie Quan

**Zoom Connection:** <https://westernu.zoom.us/j/147465508>

Dial: +1 669 900 6833 or +1 408 638 0968 or +1 646 876 9923

Meeting ID: 147 465 508

Topic/ Presenter/ Duration	Discussion – Analysis	Revision – Action	Owner(s)	Due
<b>Purpose of the Committee</b>	<a href="#">Message from the Chair</a>			
<b>Minutes for Review</b>	<a href="#">Click here to access minutes folder</a>	Dr. Hunt motioned to approve the minutes as written, Dr. Saviola seconded, all were in favor.		
<b>Assesment and Program Review Committee</b>	Dr. Emanuele is going to work with Dr. Elizabeth Andrews, Chair of the Assesment and Program Review Committee, on changing the committees name to be more intuned with their committees charge and less confusion with WSCUC.			
<b>Program Review - MSMS</b>	<p>Between the self study and the external reviewers comments, they mirrored each other pretty succinctly. There were two predominant areas within the self study that were picked out and those were communication and a lack of having an actual budget for the proposed recommendations according to what their programs needs were.</p> <p>They have a lack of consistent resources within the program in terms of full time faculty, they have a lot of adjunct faculty and then they have faculty teaching predominantly from COMP. There was a loss of identity between MSMS and COMP, not sure where one ended and the other began. In order to try and fix this, they will be working with Chief Financial Officer and the Provost to develop a budget.</p>	<b>The committee members who haven't finished the survey will complete it by June 22. Dr. Emanuele will put together a synopsis for questions and comments to send to Dr. Goode.</b>		

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	<p>A few comments were;</p> <ul style="list-style-type: none"> <li>• One major concern from the external reviewers is the lack of full-time faculty. I feel that the action plan did not address this issue, however it may be rolled into the larger issue of budget (i.e. funding FTEs etc). Otherwise the action plan seems to sufficiently address the pending concerns.</li> <li>• Need to hire more support staff</li> <li>• The faculty workload. Many faculty have partial FTE for the program but the percent effort provided was often not adequate to cover their actual teaching effort.</li> </ul>			
<b>Future Academic Year</b>	Will keep the meeting on the third Tuesdays of every month.			
<b>Next Meeting</b>	July 17, 2018			

**Communication:** Minutes reviewed and approved on \_\_/\_\_/\_\_. Distributed to Standards and Policy on \_\_/\_\_/\_\_.

Ongoing Action Items			
Action Item	Owner(s)	Due	Status
IPE Concerns with Dr. Tegzes			