

## **COUNCIL CHARGES FOR THE ACADEMIC YEAR 2020-2021**

### **1. ACADEMIC STANDARDS**

- Continue to work on the charge with the Assessment Council.

### **2. ADMINISTRATOR ASSESSMENT**

- No charges at this time.

### **3. ADMISSIONS AND ENROLLMENT MANAGEMENT**

- Liaise with administrators responsible for admission, retention, and enrollment management issues to review the effectiveness of current policies and practices on an ongoing basis.

- Analyze Enrollment Management reports to determine progress in increasing enrollment and addressing weaknesses in admission and retention. Collaborate with the Vice President for Enrollment Management to prepare a report to the Faculty Senate that will include recommendations for increasing enrollment.

- Analyze retention and enrollment data to evaluate the effectiveness of WillPower 101 in retaining first-year students.

### **4. ADVISEMENT & REGISTRATION**

- Continue working on refining new Advisor tab, which includes online training and other resource links for Advisors.

- Continue developing a visual presentation form of syllabus to address expectations and definitions of the roles of advisor and advisee, along with other points. Incorporate into Advisor tab and new Student tab.

- Consult with the union on the recommendation that colleges should mandate initial and ongoing training for their advisors.

- Continue to collaborate with the Assessment Council to develop a plan for assessment of departmental advisement, beginning with student focus groups.

### **5. ASSESSMENT**

- Continue to work on the charge with the Advisement and Registration Council.

- Work with the Office of Institutional Effectiveness to determine how the Council can inform and support their assessment efforts.

- Continue to collect data on faculty experiences with assessment activities.
- Review, analyze and disseminate results of assessment survey data. Prepare a report to the Senate that will outline findings and provide recommendations, for steps that can be taken to improve assessment activities.

## **6. BUDGET AND PLANNING**

- Work with the Senior Vice President for Administration and Finance to prepare a clear report of the 2020-2021 budget status at the university to be presented to the Faculty Senate.
- Work with the Senior Vice President for Administration and Finance to determine fiscal priorities and suggest steps that could be taken to improve budget outlooks.
- Recommend ways to enhance attendance and involvement of students, faculty, staff at campus wide budget meetings

## **7. ELECTIONS**

- Review election process, determine calendar and new policy regulations, including the online/remote election process and policies, in collaboration with the Faculty Senate Executive Committee.
- Work with the Governance Council to amend the Faculty Senate By-Laws as-necessary to include guidelines for a virtual/remote election process.

## **8. GOVERNANCE**

- Review and recommend models to be presented to the Senate for discussion of future structure of the Senate.
- Work with the Elections Council to amend the Faculty Senate By-Laws as necessary to include guidelines for a virtual/remote election process.

## **9. GRADUATE POLICIES**

- Review and unpack the “WPU Graduate Education: Future Directions and Policy” document previously submitted to the Senate.
- Review and recommend policies and procedures for ideas, models and strategies that enhance both graduate and undergraduate programs by building an integrated and symbiotic Graduate Studies structure.
- Review and recommend policies and procedures for the development of centers and institutes linked to our academic programs for delivering products and services.

- Review and recommend policies and procedures for using both qualitative and quantitative criteria for evaluating graduate program performance and potential.
- Review and recommend policies and procedures for developing a Strategic Plan for Graduate Program marketing and branding that includes a decentralized approach.
- Graduate Forum “2021”: Growing new programs and improving current graduate programs in a Post-COVID 19 World: Implications for Graduate Education.
- Review and recommend policies and procedures for developing, identifying, and coordinating academic, multicultural and social integration resources in order to support and mentor graduate students, including returning and international students.

## **10. GRADUATE PROGRAMS**

- Continue to work on standing charges.

## **11. RESEARCH, SCHOLARSHIP & CREATIVE EXPRESSION**

- Continue to research how universities similar to William Paterson University allot time for research and support faculty research with sabbaticals, course reductions, and other measures. Present suggestions for how WPU can continue to support faculty research.
- Look into the creation of a conceptual framework for a Center for Research, Scholarship, and Creative Expression that will house and manage an RSCE portal. Prepare a report for presenting this framework to the Senate.

## **12. TECHNOLOGY**

- Explore possible collaboration with other councils and committees to identify and provide faculty with the resources for remote and in-person teaching and research.
- Continue to monitor progress on WP Online as it continues to add programs over time.
- Work with TAC, the Council will discuss ways IRT can assist faculty with creating quality undergraduate and graduate online programs based on Quality Matters principles.
- Continue to promote awareness of digital literacy.
- Promote use of existing software and implementation of open source resources by faculty and students. Work with OER ad-hoc committee/task force to implement university-wide usage of and transition to OER for courses.

## **13. UNIVERSITY CORE CURRICULUM**

- Check existing courses for proper attributes and approvals.

- Focus on and analyze previously completed UCC area assessments in order to develop action items and recommendations for further assessments.

#### **14. UNDERGRADUATE**

- Continue to work on standing charges.