

WCUs Provost Report to Faculty Senate

October 2019

Student Success Update – Office Relocations & OneStop Closure

Some key academic and student support units on campus have relocated. In response to office migrations occurring in other divisions, the functions of the One-Stop have been decentralized as of **5:00 PM Friday, October 11, 2019**.

Student success and support for our growing enrollment have been at the forefront of our actions. To that end, please see below for specifics:

- The Advising Center and the Office of Student Transitions (formerly First Year Experience) will move to the first floor of Killian Annex and occupy the office space formerly held by Student Financial Aid. The Offices of Student Financial Aid and Orientation will be moving to Camp Building to occupy the space formerly occupied by the Office of Undergraduate Admissions, which is being relocated to the ground floor of the H. F. Robinson Administration Building.
- In consultation with the Provost, faculty, and leaders in Academic Affairs, a new office will be established to focus on student retention. This office will be co-located with the Advising Center and Office of Student Transitions on the first floor of Killian Annex. The complementary functions of academic advising, student transitions and an office that will synergize and hone these efforts will benefit our Catamounts.
- The Office of Accessibility Resources (formerly Disability Services) will expand its footprint and have more testing rooms on the first floor of Killian Annex as well.
- The Math Tutoring Center will move from the third floor of Stillwell temporarily to the second floor of Killian Annex in the space currently occupied by the Advising Center.

Rest assured that opening of semester activities will not be disrupted and students will be able to access Financial Aid, Student Accounts, and Advising resources in Killian Annex for the **first two weeks** of the spring term.

On Friday, October 11, WCU debuted a Virtual OneStop—a place where students can access extensive information and pay their bills online. The OneStop phone number continues to route students, faculty, and staff to the necessary offices via phone, and provides the information necessary for callers to reach the Virtual OneStop webpage. **Students will still be able to pay bills at the OneStop desk through the end of the fall term and, as noted above, for the first two weeks of the spring term.**

We are thankful to the many faculty and staff members who expressed their concern about decoupling offices and services to best support our students. We understand that this is a significant shift in the landscape of our campus and appreciate your support and understanding

as we work toward the common goal of student success for all our students. Signs and additional communication to students, faculty, and staff will be provided in the coming weeks.

If you have any questions regarding these actions or the impacts to units within Student Success (Academic Advising, First Year Experience, Accessibility Resources, Math Tutoring Center, and Registrar's Office), please do not hesitate to reach out to me (lkdavis@wcu.edu).

Questions regarding Student Accounts should be directed to Nancy Brendell, Accounting Manager, at nsbrendell@wcu.edu.

Questions regarding Student Financial Aid should be directed to Trina Orr, Director, at torr@wcu.edu.

Questions regarding Orientation should be directed to Josh Thompson, Director, at jthompson@wcu.edu.

Task Force Updates

As requested by the Chair of the Faculty Senate, the information below provides updates on status of the following task force efforts. The full taskforce reports are available on the Faculty Senate SharePoint site.

- **Academic Integrity Task Force**

- Last year, the Provost charged a committee of faculty and staff to review academic integrity policies at Western Carolina University. Attached please see the final report from this taskforce that was chaired by Dr. Debra Burke, Professor, College of Business.
- At the recommendation of the Faculty Senate, the Provost has decided to move Academic Integrity from Student Affairs to Academic Affairs. Dr. Lowell K. Davis, Associate Vice Chancellor for Student Success will handle all academic Integrity violations. He will work with BaShaun Smith, Interim Dean of Students, to train faculty members who will hear cases of Academic Integrity violations. Additionally, he will work with Student Affairs to suspend or expel students who have been found guilty of multiple Academic Integrity violations. Currently, the academic integrity violation forms are found on the Dean of Students website (dos.wcu.edu), and we are in the process of moving those forms to the main page of the Office of the Provost. You will be able to continue to find forms at dos.wcu.edu.
- Should you have any questions, please contact Dr. Lowell K. Davis at (828) 227 – 2670 or lkdavis@wcu.edu.

*Appendix 1 attached

- **SAI (Student Assessment of Instruction) Task Force**

- Departments will be revising their DCRDs (departmental collegial review documents) this year to remove specific numerical thresholds for SAIs in collegial review.
- The Senate Faculty Affairs Council is continuing actions on other recommendations from the Task Force, including revision of SAI questions for implementation in 2020.
- Coulter Faculty Commons is creating professional development opportunities for department heads and others around appropriate use and interpretation of SAI data.

- **Non-Tenure Track Faculty Task Force (Promotion Pathway)**
 - A small working group of Department Heads and the Associate Provost are creating a guidance document for departments to use in modifying DCRDs.
 - Provost's Office and Human Resources are working to determine appropriate salary increments that are associated with promotion steps for non-tenure track faculty.
- **Non-Curricular/Policy Clarification Task Force**
 - Task Force is working on the Faculty Senate-endorsed recommendations from last year, including:
 - Revised curriculum approval pathways, including clarity on Professional Education Council approval step.
 - Crafting guidance documents for UCC and other curriculum review committees and for faculty considering curriculum revision.
 - Updating/revising APR 17: Curriculum Guide
 - Related updates to Sections 13.00 and 14.00 of Faculty Handbook will be necessary, and will be drafted and shared with the Academic Policy and Review Council for consideration.
 - Task Force will meet again in November.