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THE
UNIVERSITY
OF RHODE ISLAND

FACULTY SENATE OFFICE

**Faculty Senate Executive Committee Meeting #25
March 4, 2016**

MINUTES

1. The meeting was called to order at 8:00 AM on Friday, March 4, 2016, in Swan 154, Chairperson Rollo-Koster presiding. Senators Kusz, Rarick, Sullivan, Tsiatas, and Welters were present. Vice Chairperson-elect Conley was also in attendance.

2. ANNOUNCEMENTS/CORRESPONDENCE/REPORTS

- a. Chairperson Rollo-Koster and Vice Chairperson Welters provided a report of their meeting on March 2 with the President.
- b. Ms. Neff reported that the Senate seat on the Board of the Alumni Association was still vacant. Additional names of faculty alumni were suggested for the position. Ms. Neff indicated that she would follow up.
- c. Chairperson Rollo-Koster confirmed that she and Senator Sullivan would be meeting with Vice Presidents Valentino and Sonnenfeld on March 14 to discuss staffing and budgetary alignment in Sponsored Research Administration.
- d. The Committee reviewed the upcoming FSEC meeting schedule and reported meeting conflicts.

3. ONGOING BUSINESS

The FSEC reviewed their proposed changes to selected sections of Chapter 8 of the University Manual.

4. NEW BUSINESS

Senior Associate Director of Enrollment Services, Jack Humphrey, joined the meeting at 9:00 AM. The FSEC discussed the process of a late drop of a class and the necessity, in some cases, for an instructor to report a grade of "NW" (Enrolled – No work submitted). Director Humphrey said that the institution was legally obligated to establish the last date of a student's attendance in a course that the student had dropped. In some circumstances (depending on the reason for failing to complete the course, e.g. medical reasons), if the last date of attendance is after the 4th week of the

semester, the student receives a "W." However, because "W" is not a grade, the instructor is asked to report a grade of "NW." The student's record ultimately reflects a "W." In cases such as these, the grade of "NW" is indicative of an approved, retroactive withdrawal. The FSEC conferred with Director Humphrey regarding selected sections of Chapter 8 proposed to be changed. Additional edits to Chapter 8 were made.

The meeting was adjourned at 9:45 AM.

Respectfully submitted,

Nancy Neff