

# SENATE ACADEMIC QUALITY COMMITTEE

## Report

Tuesday, November 15, 2022

via Zoom, 3:45 pm

**Present:** Julie Lyn Barber, Paula Burt, Amanda Drost, Rob Hale (guest), Mallory Hardesty, Heather Strode, Dan Strunk, Francesca Sunkin, Dawn Garrett Wright, Qin Zhao

**Absent:** Jennifer Hammonds, Chris Jensen, Beth Laves

- I. **Call to Order** 3:45 pm
- II. **Approval of October 2022 meeting minutes**
  - i. Minutes were approved with a unanimous vote
- III. **Old Business**
  - i. Student Academic and Grade Complaint Procedure ([https://www.wku.edu/academicaffairs/documents/student\\_complaint\\_procedure.pdf](https://www.wku.edu/academicaffairs/documents/student_complaint_procedure.pdf))
    - i. Last month the committee revised the Student Academic and Grade Complaint Procedure because of a WKU faculty concern
    - ii. Since the last meeting, the committee, with Rob Hale, decided that the procedure needs an introductory statement to clarify the issues that it covers.
    - iii. Rob Hale came up with an introductory statement based on conversations he had with the original authors of the procedure and the committee approved
    - iv. To help students, we added a bullet point to the end of the procedure outlining what to do if a student has a complaint that does not fall under this procedure.
    - v. The committee agreed that Michael Crowe should have a look at the procedure to offer feedback.
- IV. **New Business**

None
- V. **Meeting Adjourned** 4:26 pm

Respectfully submitted,

Amanda Drost