

University of Washington
Faculty Council on Student Affairs
November 14th, 2017
1:30pm – 3:00pm
Odegaard Undergraduate Library 320

Meeting Synopsis:

1. Call to order
 2. Review of the minutes from October 3rd, 2017
 3. Update on Medical Leave Policy – Bree Callahan, Ellen Taylor
 4. Update on Advisory Council on Student Conduct – Theo Myhre, Amanda Paye
 5. Chair’s Report
 6. Good of the order
 7. Adjourn
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1) Call to order

The meeting was called to order at 1:30 p.m.

2) Review of the minutes from October 3rd, 2017

The minutes from October 3rd, 2017 were approved as written.

3) Update on Medical Leave Policy – Bree Callahan, Ellen Taylor

Ellen Taylor (Associate Vice-President, Student Life) and Bree Callahan (Director, Disability Resources for Students) were present to update on a new initiative to develop a UW Medical Leave Policy for undergraduate students. A memo on the initiative was shown as part of the presentation (Exhibit 1). The document included a background summary statement on the initiative:

“The University of Washington is participating in the JED Foundation’s Campus Program the JED Foundation helps institutions evaluate and strengthen their mental health, substance abuse and suicide prevention programs and systems to safeguard individual and community health. Through the JED Campus Framework, a review of policies highlighted a potential gap in service to students experiencing mental health concerns. This lack of policy was also surfaced by a recent ADA compliance review undertaken voluntarily by the institution. Specifically the gap identified was the lack of a voluntary and involuntary medical leave policy to help students take leaves of absence from the University” (Exhibit 1).

Callahan explained public forums have been held for university stakeholders to voice questions and inform on development of a policy. It was noted a first draft of the Medical Leave Policy should be completed by the end of January, 2018.

There was some discussion. Medical leave was defined as student leave for a medical reason (e.g. mental health) and for a predetermined extended period of time with a planned return. Currently, there are mechanisms for UW students to take up to two quarters off from academic responsibilities, but little institutional support to facilitate their successful return. It was clarified a graduate student policy is not

being developed currently, but that initiative may follow development of an undergraduate Medical Leave Policy.

It was further clarified that the Policy will strive to address students leaving the university mid-quarter as well as the many nuances associated with taking leave during an active quarter. One initial idea is for university staff persons to be assigned to work with students desiring to take leave on an individual basis. It was noted competitive academic programs are especially difficult for students to leave and return to, and the Policy is intended to help students navigate those difficulties and to provide a “safety net” for them. It was noted there are additional nuances associated with international students or students with visa status. A member questioned if students would be able to take leave under the Policy to care for a family member (family leave). It was noted that is being considered as part of the Policy.

After a question, it was clarified it is too early in the initiative for FCSA to contribute meaningful feedback on specific questions, though Taylor explained questions that do arise can be compiled in a document and sent to the council once the Policy has been developed further. Callahan noted it would be especially useful to have knowledge of specific UW programs wherein there may be limitations in implementing a Medical Leave Policy.

The guests were thanked for presenting and they left the meeting.

4) Update on Advisory Council on Student Conduct – Theo Myhre, Amanda Paye

Laws explained substantive revisions of the UW Student Conduct Code (both locally at the institutional level and within the Washington Administrative Code) were implemented during the previous academic year with significant involvement by the FCSA, and one of the conditions included at that time was the creation of an “advisory committee” to provide status reports to FCSA and the President on the implementation of the revised code and student conduct policies. Amanda Paye (Chief Strategy Officer) was present to update on the work of the Advisory Committee on the Student Conduct Code. She used two handouts as part of her presentation (Exhibit 2) (Exhibit 3).

Paye explained a new staff position was created to assist the Advisory Committee chair with eliciting feedback from those involved in conduct proceedings, schedule meetings, and conduct recordkeeping with the title “Review Coordinator.” She explained she is currently filling this role for the time being and noted the Advisory Committee plans to report more regularly to the FCSA than to the President’s Office, who will likely receive an annual report.

Paye noted the Committee’s membership is robust (Exhibit 2), and the body is mainly considering nuances within the revised Student Conduct Code policies that were previously undescribed. She explained the Advisory Committee does not make decisions by vote, but instead forwards any issue debated without consensus to the FCSA for deliberation. She clarified the Advisory Committee also provides a venue for clarifying documentation (on the Student Conduct Code) to be housed within.

Question to be considered by FCSA

Paye explained students appointed to the role of “Reviewing Officer” under the revised SCC must be in “good standing” in order to be considered. She explained one immediate question for council feedback relates to this condition, as “good standing” for students at the UW is yet to be formally defined. Laws explained this is a timely matter, as students will be staffed for the appeal process in the coming

months. He explained the definition currently in use for “good standing” is “students who are not on academic probation.” He asked for feedback from members. There was a clarification that academic probation only extends to academic matters, and so student conduct infractions would not bar a student from acting as a “Reviewing Officer.” It was clarified there are mandatory training modules for students who serve in Student Conduct Code proceedings as “Reviewing Officers,” after a question.

There was some brief discussion. A member recommended that a student on disciplinary probation not be able to serve as “Reviewing Officer,” though, she noted a student formally on disciplinary probation who has returned to good standing should be able to serve. Another member commented she is uncomfortable with a barrier to participation (in serving as a “Reviewing Officer”) being Grade Point Average, as it seems inequitable. Paye clarified this standard is designed to protect students on academic probation, as they are encouraged to focus on academics while under that status.

Paye explained she would return in a future meeting to discuss the good standing question. Laws asked members to consider the question, as the council should be prepared to come to a formal definition in its December meeting.

Following discussion, a member requested there be clear documentation explaining the relationship between the FCSA, the Advisory Committee on Student Conduct Code, and the student conduct process itself (i.e. an organizational chart). Paye noted she would develop a document like that and bring it back to the FCSA for review.

Members thanked Paye for presenting, and she left the meeting.

5) Chair’s Report

Medical excuse note policy before FCAS

Laws explained he and Hall Health Director, Mark Jenkins, would be joining the next meeting of the Faculty Council on Academic Standards (FCAS) to give a presentation to that body on the need for a “medical excuse note policy” at the UW and ask that body to devise a related policy. He explained he would report back on that conversation in the next FCSA meeting.

Ad hoc subcommittee on athletics

Laws noted Frank Hodge (Faculty Athletic Representative) is scheduled to attend the December FCSA meeting to give a status report on UW’s athletic programs. Laws noted he would like to provide Hodge with specific areas of concern/interest to members related to UW athletics before his arrival in the meeting. A subcommittee of members was formed to develop some questions for Hodge to consider. Members of the subcommittee included Barker, Trilles, Soomru, and Nakamura.

6) Good of the order

The council thanked Doug Brock for his service on the FCSA, as he noted he plans to retire following the end of fall quarter (2017).

7) Adjourn

The meeting was adjourned at 3:00 p.m.

Minutes by Joey Burgess, jmbg@uw.edu, council support analyst

Present: **Faculty:** Ann Culligan, Chris Laws (chair), Christopher Campbell, Doug Brock, Jasmine Bryant, Mabel Ezeonwu, Bruce Hevly, Holly Barker
Ex-officio reps: Aileen Trilles, Navid Azodi, Sumire Nakamura, Arwa Dubad, Carolyn Martin
Guests: Ellen Taylor, Bree Callahan, Amanda Paye

Absent: **Faculty:** N/A
Ex-officio reps: Warisha Soomru
President's designee: Lincoln Johnson

Exhibits

Exhibit 1 – Medical Leave Policy Voluntary and Involuntary.pdf
Exhibit 2 – 17-10-11_Advisory_Committee_Charter.doc
Exhibit 3 – 17-10-31 Highlights of the code revision-rev.doc