

To: The Purdue Fort Wayne Senate  
From: The College of Arts and Sciences Council  
Subject: Orderly Process for Course Cancellations Based on Enrollment Minimums  
Date: February 20, 2019

WHEREAS, the College of Arts and Sciences Council, noting the confusion that has occurred when terminating courses based on enrollment minimums, passed a resolution on February 4, 2019, urging the Purdue Fort Wayne Senate to create an orderly process for course cancellations, and;

WHEREAS, the COAS Council also noted that the lack of an orderly process for terminating courses based on enrollment minimums, which has negatively impacted some academic units and faculty's ability to control the curriculum as outlined in the Constitution,

BE IT RESOLVED, that the Purdue Fort Wayne Faculty Senate develop a consistent, predictable, and orderly process for determining and communicating to the Voting Faculty both a stable number for enrollment minimums and well-defined procedures for canceling class that do not meet those minimums, and;

BE IT FURTHER RESOLVED, that the Purdue Fort Wayne Faculty Senate establish in this process a reasonable timeline and deadline for when in a semester, or between semester, course cancellations based on enrollment minimums will occur, and;

BE IT FURTHER RESOLVED, that the Purdue Fort Wayne Faculty Senate establish in this process an allowance for reasonable exceptions and appeals processes based on whether a class has one or more graduating seniors; whether a decision to cancel one or more classes would harm student success and progress within an academic program; or any other factor based on educational considerations, or any factor that would impinge upon faculty control over the curriculum as outlined in the Constitution of the Faculty, and;

BE IT FURTHER RESOLVED, that the Purdue Fort Wayne Faculty Senate ensures that this process abide by established principles and practices of shared governance involving collaboration and cooperation between faculty, administration, and other constituencies who share mutual interests in ensuring that the university meet minimum enrollment targets, and that these targets treat both individual units and faculty fairly, regardless of faculty employment status or academic unit size.

To: College of Arts and Sciences Council  
From: COAS Executive Committee  
Re: Orderly Process for Course Cancellations Based on Enrollment Minimums  
Date: 4 January 2019

WHEREAS, Purdue University Fort Wayne as a whole has faced declining enrollments, and;

WHEREAS, university administration has attempted to address those declines through imposing continuously variable minimum enrollments that escalate from semester to semester, and;

WHEREAS, the imposition of these minimums has occurred largely without clear or orderly communication; and outside a collaborative and cooperative process of shared governance, and;

WHEREAS, the rigid and frequently last-minute impositions of these minimums have resulted in confusion and disruptions to academic units and their ability to administer the educational mission of the institution, and;

WHEREAS, the Constitution of the Faculty of Purdue University Fort Wayne grants Voting Faculty the exclusive right to “determine the policies for class scheduling” (VI.A.3.b of <https://www.pfw.edu/committees/senate/documents/documents/2017-18/Constitution.3.12.2018.pdf>), and;

WHEREAS, poorly conceived and executed policies regarding the use of enrollment minimums to justify course cancellations, often occurring without meaningful collaboration and cooperation with faculty, ultimately undermine faculty control over the curriculum as outlined in the Constitution, and;

WHEREAS, decisions to terminate classes run the risk of terminating non-tenured faculty appointments, and;

WHEREAS, the American Association of University Professors’ (AAUP) 2018 revision of “Recommended Institutional Regulations on Academic Freedom and Tenure” noted that decisions involving termination of faculty should “be based essentially upon educational considerations, as determined primarily by the faculty as a whole or an appropriate committee thereof,” (<https://www.aaup.org/report/recommended-institutional-regulations-academic-freedom-and-tenure>), and;

WHEREAS, the AAUP’s “Recommended Institutional Regulations on Academic Freedom and Tenure” specifically defined “educational considerations” as exclusive of “cyclical or temporary variations in enrollment,”

BE IT RESOLVED, that the Council recommend Senate as the most appropriate body to take up and consider developing a consistent, predictable, and orderly process for determining and communicating widely to the Voting Faculty both a stable number for enrollment minimums; and well-defined procedures for canceling classes that do not meet those minimums, and;

BE IT FURTHER RESOLVED, that this process establish a reasonable timeline and deadline for when in a semester, or between semesters, course cancellations based on enrollment minimums will occur, and;

BE IT FURTHER RESOLVED, that this process allow for reasonable exceptions and appeals processes based on whether a class has one or more graduating seniors; whether a decision to cancel one or more classes would harm student success and progress within an academic program; or any other factor based on educational considerations, or any factor that would impinge upon faculty control over the curriculum as outlined in the Constitution of the Faculty, and;

BE IT FURTHER RESOLVED, that this process abide by established principles and practices of shared governance involving collaboration and cooperation between faculty, administration, and other constituencies who share mutual interests in ensuring that the university meet minimum enrollment targets, and that these targets treat both individual units and faculty fairly, regardless of faculty employment status or academic unit size.