

MEMORANDUM

TO: Cigdem Gurgur, Chair
Senate Executive Committee

FROM: Elva Resendez, Chair
Ad Hoc Academic Regulations Task Force

DATE: 03/28/2025

SUBJ: Ad-Hoc Academic Regulations Task Force Final Report

WHEREAS, the Ad-Hoc Academic Regulations Task Force was charged with reviewing the PFW Academic Regulations and providing any updated language that removes references to IPFW or specific terminology that only applies to PWL.

WHEREAS, additionally, the task force was asked to compare the PFW academic regulations to the PWL academic regulations and provide recommendations for adopting PWL regulations, rewording current PFW regulations, or removing existing PFW regulations.

WHEREAS, the Ad-Hoc Academic Regulations Task Force is providing the Faculty Senate with our Final Report, including the PFW Academic Regulations recommendations.

BE IT RESOLVED, that the Fort Wayne Senate approve the recommendations by the Ad-Hoc Academic Regulations Task Force.

BE IT FURTHER RESOLVED, due to Academic Regulations being added or removed during the task force review process, the Educational Policy Committee (EPC) should look at the Academic Regulation recommendations provided and establish the correct placement and numbering within the existing PFW Academic Regulations.

Approved	Opposed	Abstention	Absent	Non-Voting
Jay Johns				Terri Swim
Elva Resendez				Tara Lewis
Nurgul Aitalieva				
Barton Price				

Ad-Hoc Academic Regulations Task Force

Final Report

Description of the Task Force

Preamble:

In Spring 2022, the PFW Faculty Senate approved the creation of an Ad-Hoc Academic Regulations Task Force to review the existing PFW Academic Regulations. The main goals of this Task Force are to ensure there are no remnants of Indiana University Academic Regulations and to suggest situations in which PFW should consider updating Academic Regulations to mirror those of PWL.

The Educational Policy Committee (EPC) requested a Task Force be created because this task “found the workload to beyond that which can be expected of a standing committee within the academic year.” (SD 21-37)

The Ad-Hoc Academic Regulations Task Force was approved for working over the Summer of 2023 with the approval for a \$3,000 stipend for each 9-month Faculty member to work over the summer (by OAA). The Task Force could not find enough participating members.

During the Academic year of 2023-2024, the Ad-Hoc Academic Regulations Task Force was approved to work over the Academic year without the \$3,000 stipend. The Task Force still could not find enough participating members to work.

Official Task Force Formation:

At the beginning of the 2023-2024 Academic Year, the Ad-Hoc Academic Regulations Task Force found enough members, knowing the stipend would not apply.

Task Force Members:

This Task Force consists of six (6) members: four (4) voting faculty members, one (1) non-voting representative from the Office of Academic Affairs, and one (1) non-voting representative from the Registrar’s Office.

Elva Resendez (Chair)
Chris Huang (Non-Voting)
Terri Swim (Non-Voting)
Barton Price
Nurgul Aitalieva
Jay Johns

Explanation of Work:

The Ad-Hoc Academic Regulations Task Force met as a group 16 times over the 2023-2024 Academic year. The Task Force reviewed (roughly) 700 Academic Regulations between Purdue University West Lafayette and Purdue University Fort Wayne. These regulations are broken into the following categories:

- **Academic Notice and Separation:** Covers policies on academic probation and dismissal.
- **Academic Programs:** Outlines the available programs and their respective requirements.
- **Academic Year and Calendar:** Details the structure of the academic year, including semester durations and examination schedules.
- **Classes:** Addresses policies related to class attendance and participation.
- **Degree Requirements:** Specifies the criteria for earning various degrees.
- **Financial Obligations and Responsibilities:** Discusses students' financial responsibilities to the university.
- **Grades and Grade Reports:** Explains the grading system and the issuance of grade reports.
- **PFW Academic Regulations Not Found in PWL.** Identifies unique regulations specific to PFW that are not present in PWL policies.
- **Registration and Course Assignments:** Provides guidelines on course enrollment and assignment processes.
- **Scheduling of Exams:** Provides information on the timing and administration of exams.
- **Scholastic Recognition:** Details honors and recognitions for academic achievements.
- **Scholastic Records:** Describes the maintenance and access to academic records.

The Task Force reviewed every Academic Regulation and completed the following regarding PFW Academic Regulations:

1. Made changes to the outdated or non-applicable language, such as:
 - a. Ensuring any address is specific to PFW rather than PWL.
 - b. Swapping the term "President" with "Chancellor".
2. Created editing notes - in the Proposed Language column of the Excel files - to guide the suggested updates to the Academic Regulations.
3. Identified PFW regulations that should mirror PWL, be specific to PFW, or be removed.

Finalized Steps:

To finalize the tasks, all previous Task Force members - along with the new Registrar, Tara Lewis, who replaced Chris Huang - volunteered to meet several times between December 2024 and February 2025 to make this information presentable, even though the Task Force officially disbanded at the end of the 2023-2024 Academic year.

Finalized Task Force Members:

This Task Force consists of six (6) members: four (4) voting faculty members, one (1) non-voting representative from the Office of Academic Affairs, and one (1) non-voting representative from the Registrar's Office.

Elva Resendez (Chair)
Tara Lewis (Non-Voting)
Terri Swim (Non-Voting)
Barton Price
Nurgul Aitalieva
Jay Johns

The following documents have been created:

- 1.0 Definitions (Word file)
- Academic Notice of Separation (Excel File)
- Academic Programs (Excel File)
- Academic Year and Calendar (Excel File)
- Classes v2 (Excel File)
- Degree Requirements2 (Excel File)
- Financial Obligations and Responsibilities (Excel File)
- Grades and Grade Reports (Excel File)
- Registration and Course Assignments (Excel File)
- Scheduling of Exams (Excel File)
- Scholastic Recognition (Excel File)
- Scholastic Records (Excel File)

Each Excel document has the following column headings:

Column A #1	Column B #2	Column C #3	Column D #4	Column F #5
PWL Section Title and Coding	PWL Academic Regulations - University Catalog - Undergraduate, Graduate, and Professional (http://catalog.purdue.edu/content.php?catoid=10&navoid=12772)	PFW Section Coding and Title	PFW Faculty Senate Academic Regulation	Proposed Language

Each row of the Excel spreadsheets represents a comparison between PWL and PFW regulations.

- Columns 1 and 2 (A and B) are filled with PFW regulations pulled from the official Purdue University catalog.
- Columns 3 and 4 (C and D) are filled with existing PFW regulations matching PWL regulations.
- Column 5 (F) includes the Task Force's Proposed Language, which suggests updates, deletions, or new regulations for PFW.

There are many sections in which PWL has Academic Regulations that PFW does not. The Academic Regulations Task Force reviewed the existing PFW Academic Regulations and compared them to the PWL Academic Regulations, then determined what PFW Academic Regulation updates, if any, should occur.

At this point, the Academic Regulations Task Force placed recommendations in the Proposed Language column on the far right.

How to interpret the Excel Sheets:

For each row of the Excel sheets:

- If the Proposed Language column has text, then it is the suggested wording by the Academic Regulations Task Force.
- If there is a listed PWL regulation and a listed PFW regulation, but the Proposed Language column is empty, we suggest removing the existing PFW regulation.
- If there is a PWL regulation and no listed PFW regulation, but the Proposed Language column for that row has text, we suggest creating a PFW regulation.
- If there is a PWL regulation, no PFW regulation, and no text in the Proposed Language column, then we suggest that PFW does not adopt the regulation from PWL.

Finalized Documentation Table of Contents:

Definitions – **pg. 7**

Academic Notice and Separation - **pg. 10**

Academic Programs – **pg. 12**

Academic Year and Calendar – **pg. 17**

Classes v2 – **pg. 19**

Degree Requirements – **pg. 28**

Financial Obligations and Responsibilities – **pg. 31**

Grades and Grade Reports – **pg. 32**

Registration and Course Assignments - **pg. 38**

Scheduling of Exams - **pg. 45**

Scholastic Recognition - **pg. 48**

Scholastic Records - **pg. 50**

Link to OneDrive folder with original files: [Click Here](#)