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## CWU Faculty Senate Minutes - 10/01/14

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**REGULAR MEETING**  
**Wednesday, October 1, 2014, 3:10 p.m.**  
**BARGE 412**  
**Minutes**

**ROLL CALL** All senators or their alternates were present except: Ben Glasgall and Mark Perez

**Guests:** Jesse Nelson, Domonic Klyve, Michael Ogden, Christopher Boone, Roxanne Easley, Scott Robinson, Lindsey Brown, Jennifer Treadway, Michael Whelan, Jeff Stinson, Kande Cleary, Rodney Bransdofer and Kirk Johnson

Meeting called to order at 3:10 p.m.

**CHANGES TO AND APPROVAL OF AGENDA** – Move Motion No.14-02 earlier in the agenda. Agenda was approved as amended.

**MOTION NO. 14-01(Approved):** APPROVAL OF MINUTES of June 4, 2014

**Motion No. 14-02(Approved):** “Adoption of 2014-15 Operating Procedures/Roberts Rules of Order attached as Exhibit A.

**INTRODUCTIONS** – The Faculty Senate Executive Committee and Senators introduced themselves.

**COMMUNICATIONS** - ROTC email and Film and Video Studies complaint.

**FACULTY ISSUES:** Senator Backlund spoke to the Film and Video Studies (FVS) complaint regarding Specialized/Individual Studies. Seattle Film Institute is a non-accredited institution. The current Specialized Study is offering a Central degree without CWU department approval. There are five departments associated with the FVS program. Looking at NWCCU the accredited institution needs to have control over courses to be able to transfer them.

**Motion No 14-06(Approved, 2 nay):** Senator Backlund moved that the Faculty Senate rescind the actions of the Curriculum Committee regarding the program changes to the Individualized Studies Program made on 5/5/13, 10/3/13 & 10/23/13; and a that a moratorium be placed on student admittance to the Individualized Study Program until the completion of Faculty Senate review and recommendation.

**Faculty Development** – Eric Cheney: Dr. Cheney reported that for 2014-15 the faculty development day is optional. It is up to departments to do what is best for their faculty. Some of the workshops will be engaged teaching, engaged teaching with latin/latino students, faculty mentoring, and COACHE data.

**COACHE** – Dominic Klyve: Dominic and Judith Hennessey have been doing data analysis with the COACHE survey faculty took last year. Domonic gave a brief overview of some of the comparison data. The data will be available on the Faculty Senate website.

**Academic Advising/Academic Early Alert** – Jesse Nelson: Jesse gave a brief report on the Academic Early Alert system. This is to provide early intervention for students with needs. Faculty can express concerns about students at any time during the quarter. The full-time advisors are not meant to replace faculty advising. They are a point person for the department. With the new RCM model it will be a help to guide students sooner into a major.

**PRESIDENT:** Written Report available in Faculty Senate office

**PROVOST:** No report

**OLD BUSINESS** - None

## **REPORTS/ACTION ITEM**

### **SENATE COMMITTEES:**

#### **Executive Committee**

**Motion No. 14-03(Approved):** “Nominations for the 2014-15 Faculty Senate Parliamentarian.”

Nominee: Cody Stoddard

**Motion No. 14-04(Approved):** “Ratification of 2014-15 Faculty Senate committee vacancies as attached in Exhibit B.”

**Motion No. 14-05(Approved, 2 abstentions):** “Recommend the creation of a Faculty Senate Budget and Finance Task Force with representation from each of academic colleges.”

**Academic Affairs** - Michael Whelan – Dr. Whelan reported that the committee’s first meeting will be October 9. The committee will be working on charges, including some of those that will be laid out after this meeting.

**Bylaws and Faculty Code** – Senator Bartlett reported that the committee has not met yet. The committee will be picking up some of the discussion last year concerning the issue of voting rights on Faculty Senate and committees. The committee will be working on codifying the Budget and Finance Committee as well as the Specialized Studies issue.

**Curriculum** – No report

**General Education** – Senator Backlund reported that the committee will continue the work of last spring. The committee will be working on approving new courses for the current General Education requirements to start Fall 2015. The deadline for Fall 2015 is October 20<sup>th</sup>. In addition, they will be continuing to work on the revised General Education to begin Fall 2016. The revisions to the writing requirement will be coming to the Faculty Senate in November. A revised letter regarding the revised General Education requirements will be coming out to faculty soon.

**CHAIR:** Chair Whitcomb welcomed everyone to the new year. Chair Whitcomb has been working with Past Chair Cheney over the summer on some research. She is looking forward to developing the role of Senate committees and unifying the representation at the university. This year will be looking at assessment and faculty oversight of academic. The Executive Committee is working to increase communications this year. The Executive Committee members will be serving as liaisons for the Senate committees. There will be a faculty forum on October 21 on Conflict of Interest in Relationships. It will be held in the Grupe Faculty Center at 4:00 p.m. Over the summer Chair Whitcomb spoke with administration about concerns with Ed 2 Go through Continuing Education. That is now in the process of being discontinued. The first Faculty Friday was September 26<sup>th</sup>. The next Faculty Friday will be November 14 from 5:00 – 7:00 p.m. in the Grupe Faculty Center. On October 8<sup>th</sup> the Executive Committee will be holding an open meeting in the Grupe Faculty Center at 3:10 p.m.

**CHAIR-ELECT:** Chair-Elect Pedersen indicated that while these are not the best of times of shifting priorities, it is also an opportunity to make the faculty role in governance more meaningful. Senators play a critical role in bringing issues and ideas between Senate and their departments.

**STUDENT REPORT:** Jennifer reported that the next Student Academic Senate (SAS) will be next Tuesday at 7:00 p.m. in Black 201. There will be some student feedback regarding dead day. They are working on improving the communication with Westside students.

**NEW BUSINESS** – Senator Harrod brought forward a concern regarding Computer Support Services ability to triage faculty concern. He had a situation that his computer went down and was told by the Help Desk that it was first come, first serve. Senator Harrod asked if this could be looked into to develop a process that faculty computer issues could receive priority. He had an issue at the beginning of the quarter that his computer crashed and had problems being able to get his class information setup.

Senator Hickey requested that the Executive Committee look into using a secure system for polls and elections. In Qualtrics, it appears that individuals can easily submit more than one response.

Senator Chase asked if Faculty Senate could look into security issues on the north end of campus near Michaelson. At the corner of 14<sup>th</sup> and Walnut there are three stop signs, but not one on south side. Skate boards and bikes are not stopping and it is an accident waiting to happen. Senator Chase would like to appeal to campus police about ticketing bikes and maybe putting up a stop sign coming from the mall.

Meeting was adjourned at 4:54 p.m.

# Exhibit A

## 2014-15 Faculty Senate Operating Procedures:

Robert's Rules of Order, THE MODERN EDITION (ISBN 0-425-11690-5) will be the accepted authority for procedural operations. The senate's bylaws take precedence over Robert's Rules of Order.

Committee reports will be automatically accepted. If there is an action item that a committee desires to submit with any report, it is to be separately stated as a motion and the motion will then come before the senate for discussion and debate. The committee will be asked to submit a report and written copies of any motion or action that it would like to have taken.

Committee reports and motions shall be submitted to the Faculty Senate office by noon on the Tuesday of the week preceding the senate meeting in which action is expected. This policy allows for the timely posting of the meeting agenda. All committee motions submitted for action by the senate must be accompanied by an abstract-size plain English summary stating the content, reason for the proposal, and intended effect of the motion. This summary will be sent to the faculty prior to the initial Senate meeting in which the motion will be considered for adoption. As a general rule, substantive committee motions that do not accompany the agenda will not be discussed and voted on until a subsequent meeting. An extended agenda will be sent to all Senators, who shall give it to their Alternate if they are unable to attend the meeting.

Concerning discussion rules, senators will use the procedure of seeking recognition from the Chair if they want to speak to an issue. Speaking without Chair recognition is out of order. Discussion on arguments for and against the issue will be alternated. A visitor will be given recognition if the floor is yielded by a senator. If no senator desires to speak and a visitor would like to make a point, the Chair will recognize the person. A visitor will be recognized if a preliminary request is made to the senate office for an opportunity to speak or if the Chair invites a person to speak.

# Exhibit B

Committee	Name	Department	Term
<b>Academic Affairs Committee</b>			
1 COTS faculty vacancy			6/15/14 – 6/14/15
<b>Bylaws and Academic Code</b>			
1 faculty senator vacancy	Vacant		6/15/14 – 6/14/17
	Mike Harrod	Sociology	6/15/14 – 6/14/17
	Lene Pedersen	Anthropology	6/15/14 – 6/14/15
<b>Curriculum Committee</b>			
1 COTS vacancy	Vacant		6/15/14 – 6/14/16
<b>Evaluation &amp; Assessment Committee</b>			
1 COTS vacancy			6/15/14 – 6/14/16
<b>General Education Committee</b>			
1 COTS vacancy			6/15/14 – 6/14/15
1 CEPS vacancy	Rory Weishaar	PESPH	6/15/14 – 6/14/16
<b>Dispute &amp; Allegations Committee</b>			
1 alternate vacancy	Vacant		
<b>Faculty Legislative Representative</b>	James Huckabay	Geography	7/1/14 – 6/14/15