

2-5-2014

CWU Faculty Senate Minutes - 02/05/14

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REGULAR MEETING
Wednesday, February 5, 2014, 3:10 p.m.
BARGE 412
Minutes

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

Senators: All senators or their alternates were present except: John Alsoszatai-Petheo, Phil Backlund, Ben Glasgall, Ralf Greenwald, Vanesa Hunt, Kim Jones, Boris Kovalerchuk, Eric Mayer, Stephen Robison, Carlo Smith, Janet Spybrook, Matthew Wilson

Visitors: Varlry Hensel, Filip Jagodzinski, James Avey, Jesse Nelson, Patricia Cutright, Kirk Johnson and Marji Morgan.

CHANGES TO AND APPROVAL OF AGENDA - Agenda was approved.

MOTION NO. 13-25(Approved): APPROVAL OF MINUTES of January 8, 2014

COMMUNICATIONS – Chair Cheney read an email from Michael Braunstein regarding logging out of Canvas through MyCWU. Just logging out of Canvas does not log you out of MyCWU. This is a security concern in open classrooms and labs. President Gaudino indicated this issue is currently being addressed, but will be several months before that can be accomplished. Chair Cheney reported on the issues that were brought up at the open Executive Committee meeting on January 15th. One of the issues was College in the HS and how the increase in these offerings may affect CWU courses and programs. The Executive Committee spoke with Jessica Dempsey about what is being done at Central. Currently there are faculty liaisons for most courses to ensure professional teaching and curriculum for the courses being offered through Central. High School students can get up to 2 years of college credit while in high school. Currently, Central offered courses in over 65 schools. Jessica is willing to speak with individual departments if they would like.

FACULTY ISSUES – Senator Harbaugh asked the Faculty Senate to reconsider scheduling the faculty development days on Wednesdays. Senator Harrod brought a department concern about the Evaluation of teaching and what proposal we are going with. Currently there are guidelines from the Provost as well as what the Evaluation and Assessment Committee is developing.

Enterprise Information Systems Committee (EISC) Task Force - Filip Jagodzinski is part of the computer lab task force. Filip gave a quick presentation and handed out survey to the senators regarding needs in the computer labs. What do faculty want to see in the labs in the future?

PRESIDENT: President Gaudino reported that the legislative session is about 40% done. Friday is the deadline to introduce new bills. The Capital budget request includes renovation of the CHCI building. Performance based funding is gaining a lot of movement among the legislators. The Council of President's (COP) is working to suggest this be new money, not existing money. They are looking at withholding the money until the goals are met, but the institutions are saying they need the money to meet the goals. The Dream Act is likely to pass. There will be an article in the newspaper tomorrow about the flight program. They are issuing a letter of intent to enter into a contract and will be able to start the negotiations at that point. The Foundation offices will be moving to 421 Main Street in Ellensburg. The Board of Trustees (BOT) will be meeting on Friday morning. There are a number of celebrations and achievements recognized at this meeting. There are 7 pages for the Academic and Student Life division.

PROVOST: The Provost indicated there will be a lot of change coming. That information will be her Reflections she will be sending out. She will be visiting all the colleges for a 90 minute meeting. College of Arts and Humanities Dean search had over 80 candidates. The committee will be interviewing the next couple of weeks over SKYPE. OISP request for proposals went out. Look at structure, function and personnel. Would like to see how they can better serve faculty in that unit. They have over 70 candidates for the Executive Director of OISP. Summer session will be returning to the colleges. The Provost will be meeting with the Executive Committee about six issues. One area is to review with the academic leadership team to take a look at those positions and make sure we get those roles right. Another discussion will be the Curriculum Committee and the curriculum process.

OLD BUSINESS – Chair Cheney reported on the issues of the clocks being off in academic buildings. Received an email from Michael Moon in Facilities that they are looking at clocks and replacing units to get synchronization in buildings. If there is a specific building with problems, please let Facilities Management know and they will look into the issue.

REPORTS/ACTION ITEMS (45 Minutes)

SENATE COMMITTEES:

Academic Affairs - Michael Whelan, Chair of Academic Affairs, reported that the committee is almost done reviewing the suggested changes to policies and procedures that came from the Provost Council. The committee hopes to be done in one more meeting. Most of the suggestions from Provost Council were agreed to and others were edited rather than denied. There will be some questions from the committee coming forward for the further consideration by Faculty Senate.

Bylaws and Faculty Code – Gary Bartlett, Chair of Bylaws and Faculty Code Committee, reported there are basically two kinds of changes in Exhibit A and B. The majority are from changes proposed last year and have worked their way through. There are changes in formatting and capitalization, spelling and rearrangement. Some new items deal with term limits for Senate positions. The Bylaws and Faculty Code were unclear on how to handle partial terms. There are additional revisions that will be coming forward on voting status for Emeritus status.

Motion No. 13-26(First reading of two): Approve the changes to the Faculty Senate Bylaws as outlined in Exhibit A.

Motion No. 13-27(First reading of three): Approve the changes to the Faculty Code as outlined in Exhibit B.

Curriculum

Motion No. 13-28(Approved, 1 abstention): Approve the Professional Science Master degree type. The Professional Science Master degree is a professional graduate degree in the STEM area. The course of study is divided into three components: 50% of course content in STEM areas, courses in multidisciplinary professional skills areas, and an internship.

Requirements for all PSM degrees: (1) A majority of the course content in the natural sciences, technology, engineering, mathematics, and/or computational sciences; (2) a multidisciplinary professional skills component that is developed in consultation with leaders from industry, business, government, or non-profit organizations; (3) an experiential component that must include at least one capstone project, supervised collaboratively by faculty and employers, evaluated or graded by faculty, and typically developed with an employer(s) that integrates the practical application of scientific and professional knowledge, behavior, and skills. The experiential component typically includes a structured internship and provides an opportunity to demonstrate proficiency in written and oral communication skills; and, (4) students admitted to the program must have an undergraduate degree in a STEM field or equivalent training/experience as determined by the department.

Motion No. 13-29(Approved, 1 abstention): Approve the Executive Master degree type. The Executive Master degree is a professional graduate degree intended for mid-level career professionals. Requirements for all Executive Master degree: (1) students must have a minimum of 5 years of professional experience in their chosen EM degree field or equivalent training/experience as determined by the department, and (2) the degree must have an experiential component that must include at least one capstone project.

Motion No. 13-30(Approved): “Approve the BS Biology, Biomedical Science Specialization as outlined in Exhibit C.”

Motion No. 13-31(Approved): “Approve the Human Resource Management minor as outlined in Exhibit D.”

General Education Committee:

Motion No. 13-32(Approved): Approve the changes to the Academic Advising Seminar student learner outcomes as attached in Exhibit E.

Motion No. 13-33(Failed): Senator M. Braunstein moved to table motion No. 13-32. Senator Harbaugh second. Motion failed.

Faculty Legislative Representative – Jim Huckabay showed the website for the Council of Faculty Representatives (CFR). The issues the group is working on will be on this site as well as their Constitution and Bylaws. The House of Representative passed the Dream Act the very first day. Senate originally said they wouldn't consider it, but proposing \$5 million in grants to support students previously disenfranchised in becoming students. The Governor is in favor of it. Legislature is working on ways to get veterans more easily into college and get credit for training and schooling that they have done. Representative Manweller is pushing a bill that would standardize the process. The legislative session ends March 13th.

CHAIR: Chair Cheney thanked everybody that filled out COACH survey. Central reached 60% participation. Harvard will check to see if the sample is representative. We hope to have results late winter quarter or early spring. Senate will then start discussions about job satisfaction at Central. There is a new coffee machine in the Faculty Center. Issues about Senate send an email happy to go around and speak. Open EC meeting next Wednesday in the Faculty Grupe center.

CHAIR-ELECT: Chair-Elect Whitcomb indicated that there is currently a vacancy on the Executive Committee and will be asking for nominations for that position. Chair-Elect Whitcomb emphasized to Senators that they are the conduit to their department about what goes on here. She encouraged Senators to disseminate these issues to their departments.

STUDENT REPORT: Kelcie reported that the BOD and Office of Student Life have kicked off a fresh air survey to students. There will be a forum February 25th. Election packets for the BOD next year will be out next week. This Friday to students will be going to Seattle to attend dinner and next Saturday with alumni association. The following Friday is lobby day. SAS is updating their Bylaws and Constitution extensively. There is a desire to have a faculty senate representative on SAS. If anyone is interested, they meet twice a month for 1-1/2 hours.

NEW BUSINESS - None

ADJOURNMENT - Meeting adjourned at 5:04 p.m.

*****NEXT REGULAR SENATE MEETING: March 5, 2014***
BARGE 412**

Exhibit A

See Bylaws attached.

Exhibit B

See Faculty Code attached.

Exhibit C

BS Biology, Biomedical Science Specialization

DC ✓

New Major, Specialization, Minor or Certificate

Eff: 2014 Fall

Department: Biological Sciences Submission Date: 11/8/13

For Majors Only:
 Degree Type: (B.A., B.S., etc.) B.S.
 Major Title: _____

For Specializations Only:
 Major Title: Bachelor of Science *Biology*
 Specialization Title: Biomedical Science

For Minors Only:
 Title: Click here for minor definition.

For Certificates Only:
 Title: _____
 Type: A B Click here for certificate definition.

Implementation Quarter or Term: Winter Catalog Year: 2013-14

Is all or part of this program offered on-line? Yes No If yes, what percentage? _____

Locations to be offered: Ellensburg Des Moines Lynnwood Wenatchee Yakima Moses Lake
 Pierce County Kent Everett Other _____

- The following items MUST be submitted concurrently with this cover page:
1. Completed Summary Page [Click here for form.](#)
 2. Electronic copy in Word
 3. New Course Form(s), if applicable [Click here for form.](#)
 4. Programmatic Goals and Assessments [Click here for form.](#)
 5. Program narrative, admissions, and courses as it will be listed in the catalog.

5. Please sign, print name, date, and forward to next applicable signatory.

	Signature	Printed Name
Originator	<i>[Signature]</i>	<i>Paul W. James</i>
Department Chair	<i>[Signature]</i>	<i>TOM COITREAU</i>
College Dean	<i>[Signature]</i>	<i>Kirk Johnson</i>
Provost or Designee (MS 7503)	<i>[Signature]</i>	<i>Mark [unclear]</i>
Registrar (for review - MS 7465)	<i>[Signature]</i>	<i>Stephanie Hubbard</i>
Ctr for Teaching & Learning (Ed.) (if applicable-MS 7415)		
Graduate Studies (If applicable - MS 7510))		

11/7/2013
11/12/2013
11-12-13
11.27.13

RECEIVED
 DEC 02 2013
 BY: *JW AP*

FSCC Approved: _____ Faculty Senate Approved: _____
 Approved by Academic Affairs: _____ BOT Approved: _____
 Sent to Registrar: _____ NWCCU Approved: _____

RECEIVED
 NOV 18 2013
 Central Washington University
 Registrar Services, TAC

Approved by FSCC	01-23-2014
Forwarded to catalog	01-24-2014

Required Summary Page
For All Proposed Majors, Minors, Specializations, and Certificates
This form must accompany your proposal.

Please address all questions. If it is not complete, the proposal and summary page will be returned to the originator.

1. Provide a justification for the creation of this program. *(How will this program enhance the curriculum of your department/college and the university? What specific need(s) is (are) being addressed that is (are) not being met in other programs? Please document the demand.*

The new B.S. Biology - Biomedical Science Specialization will serve students that are interested in pursuing careers in human health (medicine, dentistry, optometry, physical therapy), veterinary medicine, or biomedical research. The B.A. Biology degree was originally designed to prepare students for medical/dental schools, but admission requirements for these programs have changed and the B.A. Biology degree no longer satisfies the requirements. Our justification for creating the Biomedical Specialization is to provide our majors with a curriculum that can be completed in four years and enable them to be well-prepared for admission to graduate programs or to directly begin a career in the growing field of biomedical science.

2. Attach a clean copy of the catalog narrative and program requirements. Include course number, course title, credits, pre-admission requirements and total credits. Also include a sample graduation plan.

See attached sheet.

3. Please indicate how this new program will impact existing programs in your department/college and the university. *(Is this program replacing a deleted program or is it adding to your program offerings? If it is an additional program, how will the program be staffed? How will FTE's be affected in existing programs? Is there long-term support for the program in terms of staffing and funding? Will faculty be reassigned from existing courses? Will the program impact enrollments in other departments or colleges, etc.?)*

The new Biomedical Science Specialization will replace our existing B.A. Biology degree as the main program for most students interested in pre-professional programs (medicine, dental, veterinary, optometry, physical therapy). We do not expect any new students, but rather a shift in the number of B.A. Biology majors to the B.S. Biology - Biomedical Specialization. The new specialization will not require any change in staffing, nor will it impact enrollments in other departments or colleges.

4. Does this program include courses from outside the originating department? Yes No
Has the affected department(s) agreed to allow course(s) to be used in program? Yes No *If yes, please list those courses and attach a document (letter, email, etc.) that specifies that the department agrees to use of course(s) from all affected department chairs.*

5. What are the Enrollment and Graduation Targets for the first five years? *(Include student headcount, FTE, program graduates (breakdown by year). What is the basis for these projections?)*

Our B.A. program has had 50-60 students over the past few years and we currently have 58 students enrolled in our B.A. program. We expect that the majority of these students will switch to the new Biomedical Specialization.

6. Who are the Program Personnel? *(Include faculty names, degree, rank, part-time or full-time, % of effort in program, total faculty FTE) (Also include Program Administration & Staff: name, title, responsibilities and % of effort in the program, total staff FTE)*

The program personnel will be our existing faculty and staff that have supported the B.A. Biology degree. No new personnel or FTE's will be required for the new specialization.

7. Program Expenses and Revenues

There will be no additional students impacting our overall program as the new specialization will be populated with our existing students that will switch from one degree option (B.A. Biology) to another (B.S. Biology - Biomedical Science Specialization). Therefore, no new program expenses or revenues are anticipated.

CWU Department/Program Assessment Plan Preparation Form
Department: Biological Sciences Program: Bachelor of Science – Biomedical Science Specialization

Department/Program Goals	Related College Goals	Related University Goals	Method(s) of Assessment (What is the assessment?)	Who/What Assessed (population, item)	When Assessed (term, dates)	Criterion of Achievement (Expectation of how good things should be?)
1. Graduates will be able to critically analyze primary literature in biology and areas of biomedical research.	Provide for an outstanding academic and student experience in the College of the Sciences.	Maintain and strengthen an outstanding academic and student life on the Ellensburg campus.	Students will discuss relevant research during Senior Seminar (BIOL 499S), and appropriate biology courses.	All students take BIOL 499S – Senior Seminar in their senior year.	Senior year.	Students must meet the criteria for the BIOL 499S course as established by each instructor.
2. Graduates will be critical thinkers with the ability to reflect and grow professionally throughout their career.	Provide for an outstanding academic and student experience in the College of the Sciences.	Maintain and strengthen an outstanding academic and student life on the Ellensburg campus.	Major Field Test in Biology (A standardized test given nationally to assess knowledge and critical thinking related to the field of biology).	All students with senior standing in the program take the MFT prior to graduation.	Senior year.	Students must score a minimum of 35 on the cell biology, molecular genetics, and organismal subscores.
3. Graduates will be able to employ appropriate experimental design and methodology to solve problems in biology as it relates to biomedical research.	Provide for an outstanding academic and student experience in the College of the Sciences.	Maintain and strengthen an outstanding academic and student life on the Ellensburg campus.	All students conduct research projects in several required courses. The projects require that students design their own studies, analyze the data and draw their own conclusions.	All students are assessed in their courses throughout their program.	Numerous times throughout their program.	Individual faculty members assess the student projects and assign grades according to their established criteria.
4. Graduates will identify themselves as scientists and use the scientific method to address questions in biology and relevance to the biomedical field.	Provide for an outstanding academic and student experience in the College of the Sciences.	Maintain and strengthen an outstanding academic and student life on the Ellensburg campus.	Students will discuss relevant research during Senior Seminar (BIOL 499S), and appropriate biology courses.	All students take BIOL 499S – Senior Seminar in their senior year.	Senior year.	Students must meet the criteria for the BIOL 499S course as established by each instructor.

from biomedical science journals.		academic and student experience in the College of the Sciences.	academic and student life on the Ellensburg campus.	499S), and appropriate biology courses.			instructor.
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Biology – BS, Biomedical Science Specialization

The Biomedical Science Specialization will serve students that are interested in pursuing careers in human health (medicine, dentistry, optometry, physical therapy, pharmacy) and veterinary medicine. This specialization allows for the study of human biology, together with a core of fundamental physical science principals (chemistry and physics). This specialization will allow students to apply these physical principals to the study of biological systems, which is an essential requirement of professional health programs in medicine, dentistry, optometry, physical therapy, pre-pharmacy and physician assistant programs. The biomedical science specialization offers individualized academic plans to help each student achieve his or her goals in the biomedical field.

Students consult with the appropriate biology advisor for approval of their BS program and electives, which must be submitted for approval to the Biological Sciences Department at least one academic year preceding graduation. All students in the BS Biology major must complete all BS core requirements, plus additional specific requirements. Additionally, students will need to choose a specified number of courses from different groupings of upper division courses. □□A maximum of 15 credits in BIOL 295, BIOL 490, BIOL 495, and BIOL 496 may be included in the major. CHEM 181 has a prerequisite of high school chemistry and qualification for MATH 153. BIOL 181 has a pre or co-requisite of CHEM 181.

Biology Core Requirements

- BIOL 181 - General Biology I **Credits:** (5)
- BIOL 182 - General Biology II **Credits:** (5)
- BIOL 183 - General Biology III **Credits:** (5)
- BIOL 213 - Introductory Biostatistics **Credits:** (4)
- BIOL 321 - Genetics **Credits:** (5)
- BIOL 499S - Senior Seminar **Credits:** (1)

General Chemistry and Laboratory Credits: 15

- CHEM 181 - General Chemistry I **Credits:** (4)
- CHEM 181LAB - General Chemistry Laboratory I **Credits:** (1)
- CHEM 182 - General Chemistry II **Credits:** (4)
- CHEM 182LAB - General Chemistry Laboratory II **Credits:** (1)
- CHEM 183 - General Chemistry III **Credits:** (4)
- CHEM 183LAB - General Chemistry Laboratory III **Credits:** (1)

Core Total Credits: 40

Select from the following sequences: Credits (15)

- PHYS 111 - Introductory Physics **Credits:** (4)
- PHYS 111LAB - Introductory Physics Laboratory **Credits:** (1)
- PHYS 112 - Introductory Physics II **Credits:** (4)
- PHYS 112LAB - Introductory Physics Laboratory II **Credits:** (1)
- PHYS 113 - Introductory Physics III **Credits:** (4)
- PHYS 113LAB - Introductory Physics Laboratory III **Credits:** (1)
- OR
- PHYS 181 - General Physics **Credits:** (4)
- PHYS 181LAB - General Physics Laboratory **Credits:** (1)
- PHYS 182 - General Physics II **Credits:** (4)
- PHYS 182LAB - General Physics Laboratory II **Credits:** (1)
- PHYS 183 - General Physics III **Credits:** (4)

- PHYS 183LAB - General Physics Laboratory III **Credits:** (1)

Additional Required Courses

- CHEM 361 - Organic Chemistry I **Credits:** (3)
- CHEM 361LAB - Organic Chemistry Laboratory I **Credits:** (2)
- CHEM 362 - Organic Chemistry II **Credits:** (3)
- 3 courses** from the Ecology, Evolution, Molecular/Cell and/or Structure/Function Groups **Credits:** (11-20)

**NOTE: Courses must come from three different groups

Department-approved electives: Credits 17-26

Total Credits: 100

Ecology Group

- BIOL 360 – General Ecology **Credits:** (5)
- BIOL 362 – Biomes of the Pacific Northwest **Credits:** (4)
- BIOL 377 – Regional Natural History **Credits:** (2)***
- BIOL 377LAB – Regional Natural History **Credits:** (3)***
- BIOL 420 – Environmental Microbiology **Credits:** (5)
- BIOL 461 – Community Biology **Credits:** (5)
- BIOL 462 – Wildlife and Fisheries Ecology **Credits:** (5)
- BIOL 463 – Limnology **Credits:** (5)
- BIOL 464 – Terrestrial Plant Ecology **Credits:** (5)
- BIOL 466 – Conservation Biology **Credits:** (5)
- BIOL 467 – Biological Field Techniques **Credits:** (5)

***BIOL 377 must be paired with BIOL 377LAB

Evolution Group

- BIOL 421 – General Virology **Credits:** (5)*
- BIOL 465 – Biology of Animal Behavior **Credits:** (4)
- BIOL 470 – Mechanisms of Evolution **Credits:** (5)

Molecular and Cell Group

- BIOL 354 – General Vertebrate Embryology **Credits:** (5)*
- BIOL 421 – General Virology **Credits:** (5)*
- BIOL 422 – Immunology **Credits:** (5)*
- BIOL 423 – Techniques in Immunology and Virology **Credits:** (5)*
- BIOL 425 – Molecular Biotechnology **Credits:** (5)
- BIOL 430 – Cell Biology **Credits:** (5)
- BIOL 441 – Plant Physiology **Credits:** (5)*
- BIOL 457 – Fundamentals of Neuroscience **Credits:** (5)*

Structure/Function Group

- BIOL 343 – Plant Anatomy **Credits:** (5)
- BIOL 353 – Comparative Vertebrate Anatomy **Credits:** (6)
- BIOL 354 – General Vertebrate Embryology **Credits:** (5)*
- BIOL 355 – Human Anatomy and Physiology **Credits:** (5)***

- BIOL 356 – Human Anatomy and Physiology **Credits:** (5)***
- BIOL 422 – Immunology **Credits:** (5)*
- BIOL 423 – Techniques in Immunology and Virology **Credits:** (5)*
- BIOL 426 – Medical Microbiology **Credits:** (3)
- BIOL 426LAB – Medical Microbiology Lab **Credits:** (2)
- BIOL 441 – Plant Physiology **Credits:** (5)*
- BIOL 454 – Histology **Credits:** (5)
- BIOL 455 – Zoophysiology **Credits:** (5)
- BIOL 457 – Fundamentals of Neuroscience **Credits:** (5)*

***BIOL 355 must be paired with BIOL 356

***NOTE:** Course is in at least one other group and may be counted only once.

Additionally, courses from the following group may also be used as electives:

Biological Diversity Group

- BIOL 322 – Introductory Microbiology **Credits:** (5)
- BIOL 323 – Microbiology **Credits:** (5)
- BIOL 341 – Plant Taxonomy **Credits:** (5)
- BIOL 344 – Dendrology **Credits:** (5)
- BIOL 351 – Entomology **Credits:** (5)
- BIOL 352 – Parasitology **Credits:** (5)
- BIOL 421 – General Virology **Credits:** (5)*
- BIOL 443 – Mycology **Credits:** (5)
- BIOL 444 – Algae and Bryophytes **Credits:** (5)
- BIOL 445 – Field Mycology **Credits:** (5)
- BIOL 450 – Ichthyology **Credits:** (4)
- BIOL 451 – Herpetology **Credits:** (4)
- BIOL 452 – Ornithology **Credits:** (4)
- BIOL 453 – Mammalogy **Credits:** (5)

Tom Cottrell - Re: changes to biology specializations and effect on your depts.

From: Andy Piacsek <Piacsek@cwu.EDU>
To: Tom Cottrell <cottrelt@cwu.edu>
Date: 11/5/2013 2:35 PM
Subject: Re: changes to biology specializations and effect on your depts.
CC: Kirk Johnson <johnsonk@cwu.edu>
BC: Tom Cottrell

Tom,

Based on what you sent and our follow-up discussion, Physics is OK with these changes. This will probably necessitate an additional section of PHYS111 or 181. As we discussed, the physics faculty will consider offering a special section of PHYS111 or 181 geared towards biology students, depending on whom we hire this year.

I am copying the Dean to alert him to likely effect of the additional section.

Andy

Dr. Andrew A. Piacsek
Associate Professor and Chair
Department of Physics
Central Washington University
509-963-2723
piacsek@cwu.edu

On Nov 4, 2013, at 1:55 PM, Tom Cottrell wrote:

Hi guys,
as you know we've been moving to change our biology specializations (Andy, Mike was in the loop but I'm guessing we haven't touched base with you since you've started..). I wanted to spell out the changes here so you'll see what we're proposing. In order for us to take this to college curriculum we need a confirmation from both of your departments saying you're aware and this is okay. I will summarize changes here and then include the copies of the changes, and I will come talk with you as well if you want. We're hoping to get the paperwork in by the end of this week, so I'll get ahold of you in a day or so to see what you're thinking.

changes:

BS Biology General Specialization (105 students currently)

Physics: we're explicitly asking for 5 credits PHYS111 & lab OR PHYS 181 & lab

Chemistry: we're dropping CHEM 362 from the required, though it can serve as elective

Tom Cottrell - Re: changes to biology

From: Levente Fabry-Asztalos <FabryL@cwu.EDU>
To: Tom Cottrell <CottrellT@cwu.edu>
Date: 11/5/2013 4:44 PM
Subject: Re: changes to biology
BC: Tom Cottrell

Hi Tom,

Thanks for letting me know what your department is planning to do and for providing the numbers for students. This way we can estimate what impact this major change in biology will have on our program.

Best,
Levente

Levente Fabry-Asztalos, Ph.D.
Associate Professor and Chair
Department of Chemistry
Central Washington University
400 East University Way
Ellensburg, WA 98926-7539
Email: fabryl@cwu.edu
Voice: [509-963-2887](tel:509-963-2887)
FAX: [509-963-1050](tel:509-963-1050)

>>> Tom Cottrell <CottrellT@cwu.EDU> 11/5/2013 3:28 PM >>>

Hey there,

have you had a chance yet to think about these changes? I'll copy my estimates of students here again for you.

I heard you had a long meeting yesterday? I hope you have time to catch up to me on worrying - I'm already starting to stress about the assessment of student learning....

BS Biology General Specialization (105 students currently)

Physics: we're explicitly asking for 5 credits PHYS111 & lab OR PHYS 181 & lab

Chemistry: we're dropping CHEM 362 from the required, though it can serve as elective

BS Biology Cell and Molecular Specialization (48 students currently)

Physics: no change. Physics can be taken as elective

Chemistry: no change.

BS Biology Ecology and Evolution Specialization (26 students currently)

Physics: no change. Physics can be taken as elective

Chemistry: we're dropping CHEM 362 from the required, though it can serve as elective

BS Biology Biomedical Science Specialization (a new specialization, we expect this will populate from our current BA students who number 58)

Exhibit D

Human Resource Management minor

New Major, Specialization, Minor or Certificate

Department: Management Submission Date: 10/1/13

For Majors Only:

Degree Type: (B.A., B.S., etc.) _____

Major Title: _____

For Specializations Only:

[Click here for specialization definition.](#)

Major Title: _____

Specialization Title: _____

For Minors Only:

[Click here for minor definition.](#)

Title: Human Resource Management

For Certificates Only:

Title: _____

Type: A B C [Click here for certificate definition.](#)

Implementation Quarter or Term: Spring 2013 Catalog Year: 2014-2015

Is all or part of this program offered on-line? Yes No If yes, what percentage? 50

Locations to be offered: Ellensburg Des Moines Lynnwood Wenatchee Yakima Moses Lake
 Pierce County Kent Everett Other

The following items MUST be submitted concurrently with this cover page:

1. Completed Summary Page [Click here for form.](#)
2. Electronic copy in Word
3. New Course Form(s), if applicable [Click here for form.](#)
4. Programmatic Goals and Assessments [Click here for form.](#)
5. Program narrative, admissions, and courses as it will be listed in the catalog.

5. Please sign, print name, date, and forward to next applicable signatory.

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 NOV 22 2013
 Central Washington University
 Registrar Services, Tacoma
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 DEC 03 2013
 BY: *JW AP*

	Signature	Printed Name
Originator	<i>[Signature]</i>	Chase Thiel
Department Chair	<i>[Signature]</i>	Jeff Stinson
College Dean	<i>[Signature]</i>	Kathryn Martell
Provost or Designee (MS 7503)		
Registrar (for review - MS 7465)	<i>[Signature]</i>	12.2.13
Ctr for Teaching & Learning (Ed.)(If applicable-MS 7415)		
Graduate Studies (If applicable - MS 7510))		

FSCC Approved: _____

Faculty Senate Approved: _____

Approved by Academic Affairs: _____

BOT Approved: _____

Sent to Registrar: _____

NWCCU Approved: _____



Minor in Human Resource Management Declaration

Name: _____ CWU ID: _____

Email: _____ Phone: _____

Major Program(s):

Students must declare a major PRIOR to applying for a
Minor in Human Resource Management

<u>Required Courses</u>	<u>Description</u>	<u>Credits</u>
HRM 381*	Management of Human Resources	5
PSY 456	Industrial and Organizational Psychology	4
<u>Elective Courses</u> (Choose 3 of 4)	<u>Description</u>	<u>Credits</u>
HRM 442	Training and Development	5
HRM 445	Organizational Staffing	5
HRM 479	Employee Relations	5
PSY 444**	Tests and Measurements	4
Total Credits		23-24

*HRM 381 must be taken before all 400-level HRM courses.

**PSY 444 has a statistics prerequisite. Courses that satisfy the requirement are either PSY 362 or BUS 221.

I understand and agree that the above courses are now, upon acceptance, part of the graduation requirements for my minor. In addition, I understand I must earn a cumulative grade point average of **2.25** in the above courses to receive the Minor in Human Resource Management.

Student Signature

Date

Fax: (509) 963-3042

E-mail: cbadvising@cwu.edu

Submit your signed form to:

CWU, College of Business
Office of the Dean
Advising Center
400 East University Way
Ellensburg, WA 98926-7487
Phone: (509) 963-2931

If you attend a CWU-Center, you can submit your signed Business Minor Application to the appropriate center staff member.

Catalog Description

Advisors: James Avey Ph.D., Wendy Cook, Ph.D.; Bryan Deptula, Ph.D.; Nancy Graber Pigeon JD; Erica Holley, Ph.D.; Chase Thiel, Ph.D.; Todd Weber, Ph.D.

The human resource management minor is designed to augment the student's undergraduate degree with a focused examination of the role of human resources in business operations. Student's will explore the application of training and development, staffing and employee relations, and test development issues as they apply specifically to the role of human resource managers. Students will take a sampling of courses offered as a part of the College of Business' Human Resource Specialization, as well as business-relevant, organizational psychology courses. The human resource management minor will provide curriculum to prepare students for a career in human resource management as generalists, specialists and managers.

Required Courses:	Credits
HRM 381 – Management of Human Resources	5
PSY 446 ⁴⁵⁶ – Industrial and Organizational Psychology	4
Elective Courses (choose 3 of possible 4):	Credits
HRM 442- Training and Development	5
HRM 445- Organizational Staffing	5
HRM 479 Employee Relations	5
PSY 444 – Tests and Measurements	4
Minor Credits	23-24

Sample Graduation Plan

Summer: HRM 381

Fall: PSY ~~446~~⁴⁵⁶, HRM 442

Winter: HRM 445

Spring: HRM 479 or PSY 444

Required Summary Page
For All Proposed Majors, Minors, Specializations, and Certificates
This form must accompany your proposal.

Please address all questions. If it is not complete, the proposal and summary page will be returned to the originator.

1. Provide a justification for the creation of this program. *(How will this program enhance the curriculum of your department/college and the university? What specific need(s) is (are) being addressed that is (are) not being met in other programs? Please document the demand.*

The minor in Human Resource Management is designed to offer a path to degree for those who want to supplement their core learning area with education on human resource management. While the minor will be entirely administered by the Management department, Psychology partnered on the development of this Minor proposal and will service one required and an elective course. This joint effort underscores the cross-campus appeal for training in HR management and complimentary nature of the curriculum. Many non-business students are already

2. Attach a clean copy of the catalog narrative and program requirements. Include course number, course title, credits, pre-admission requirements and total credits. Also include a sample graduation plan.

Attached.

3. Please indicate how this new program will impact existing programs in your department/college and the university. *(Is this program replacing a deleted program or is it adding to your program offerings? If it is an additional program, how will the program be staffed? How will FTE's be affected in existing programs? Is there long-term support for the program in terms of staffing and funding? Will faculty e reassigned from existing courses? Will the program impact enrollments in other departments or colleges, etc.?)*

The Human Resource Management Minor will simply provide additional access to non-business students. There will be no additional demands on the Management Department. Faculty FTE, course sections, and Department support will all remain the same.

Yes

4. Does this program include courses from outside the originating department?

No

Has the affected department(s) agreed to allow course(s) to be used in program?

Yes No If yes,

please list those courses and attach a document (letter, email, etc.) that specifies that the department agrees to use of course(s) from all affected department chairs.

PSY 456 Industrial and Organizational Psychology, PSY 444 Tests and Measurements; email attached

5. What are the Enrollment and Graduation Targets for the first five years? *(Include student headcount, FTE, program graduates (breakdown by year). What is the basis for these projections?)*

Year 1: 30 students, Years 2: 40 students. Year 3: 50 students. Estimates based on current enrollment in HRM 381 and expressed demand from psychology and other non-business students.

6. Who are the Program Personnel?

Dr. James Avey, Ph.D., Associate Professor, 10%; Ms. Nancy Graber Pigeon, J.D., Associate Professor, 5%; Dr. Wendy Cook, Ph.D., Assistant Professor, 5%; Dr. Erica Holley, Ph.D., Assistant Professor, 5%; Dr. Chase Thiel, Ph.D., Assistant Professor, 5%; Dr. Todd Weber, Ph.D., Assistant Profesor, 5%

7. Program Expenses and Revenues

All of the classes offered in the minor are already taught in the Colleges of Business and the Sciences, and included in one or more programs. They will continue to be taught with or without this minor. The minor simply provides an opporutnity for additional students to access these courses. As there is no new budgetary impact, we do not include any new budget

estimates here.

	Year 1	Year 2	Year 3	Year 4	Year n (full enrollment)
Administrative Salaries (#FTE)/Benefits					
Faculty Salaries (#FTE)/Benefits					
TA/RA Salaries (#FTE)/Benefits					
Clerical Salaries (#FTE)/Benefits					
Other Salaries (#FTE)/Benefits					
Contract Services					
Goods and Services					
Travel					
Equipment (list equipment & cost)					
Lease or Acquisition					
Other (Itemize)					
Indirect (if applied to the program)					
Total Costs					

Program Revenues

	Year 1	Year 2	Year 3	Year 4	Year n (full enrollment)
General Fund: State Support					
Tuition and Fees (total)					
Corporate Grants/Donations					
Internal Reallocation*					
Other Fund Source (specify)					
Total Revenue					

*If revenues are projected through internal reallocation, please attach a detailed explanation of the costs and impact the reallocation would have on other departments or programs. (Source of funds and % of budget)

Jeffrey Stinson - Re: Potential HRM certificate program

From: Stephanie Stein <steins@cwu.EDU>
To: Anthony Stahelski <StahelsA@cwu.EDU>, Chase Thiel <ThielC@cwu.EDU>
Date: 11/11/2013 9:13 AM
Subject: Re: Potential HRM certificate program
CC: <stinsonj@cwu.edu>
BC: Jeffrey Stinson

Chase,

I give permission for PSY 444 and PSY 456 to be included in the HRM minor. Yes, I will get the signatures for the PSY 444 course change. Do you know if the form requires signatures from the Business school dean, too?

Stephanie

Stephanie Stein, Ph.D.

Professor and Department Chair
Department of Psychology
Central Washington University
400 E. University Way
Ellensburg, WA 98926-7575
Phone: (509) 963-1653
FAX: (509) 963-2307

>>> Chase Thiel 11/08/13 4:36 PM >>>
Hi Stephanie & Anthony,

We voted today as a department in favor of moving forward with this shared HRM proposal! So we are ready to submit the new program forms. I do need an email from you, Stephanie, in which you give explicit permission to include PSY 444 and 446 in the minor. Will you also get the required signatures for the PSY 444 course change? This would save us a lot of time.

Thank you for being such wonderful collaborators during this process. We look forward for many more years of fruitful collaboration via this minor.

All the Best,

Chase

Chase Thiel, PhD, SPHR
Assistant Professor of Management
College of Business
Central Washington University
400 E. University Way
Ellensburg, WA 98926

Email: chasethiel@gmail.com
Phone: 405-963-1042

>>> Stephanie Stein 11/6/2013 10:41 AM >>>
Chase and Anthony,

Exhibit E

Academic Advising Seminar:

Learner Outcomes. Students will be able to:

1. Describe CWU students' rights and responsibilities, classroom expectations, and the importance of taking ownership of one's education.
2. Reflect on their own experiences that influenced their decision to attend the university and identify their anticipated needs for success.
3. Demonstrate knowledge and use of academic resources at CWU.
4. Explain CWU's general education requirements, graduation requirements, the process of declaring a major/minor, and the purpose of a liberal arts education.
5. Illustrate basic understanding of CWU library information resources. ~~such as GroupWise, Blackboard and SAFARI.~~
6. Show the ability to access and utilize CWU web resources.
7. Recognize the importance of extra-curricular opportunities to enhance your college experience.
8. Demonstrate awareness of how social background and characteristics influence diversity and respect for others.

Departments who submit Academic Advising Seminar courses must show successful demonstration of coordination with Student Success to incorporate additional requirements into the course as well as the stated learning outcomes.