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CWU Faculty Senate Minutes - 12/04/13

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CENTRAL WASHINGTON UNIVERSITY
FACULTY SENATE

REGULAR MEETING
Wednesday, December 4, 2013, 3:10 p.m.
BARGE 412
Draft Minutes

Meeting was called to order at 3:11 pm

Senators: All senators or their alternates were present except: Michael Braunstein, Ben Glasgall, Ralf Greenwald, Jim Johnson, Kim Jones, Boris Kovalerchuk, Matthew Wilson and Ke Zhong.

Visitors: Christopher Boone, Kara Gabriel, Jesse Nelson and Lindsey Brown.

CHANGES TO AND APPROVAL OF AGENDA - Senator Young moved to add the Faculty Legislative report prior to Chair's report. Senator Smith seconded and agenda was approved as amended.

MOTION NO. 13-16(Approved): APPROVAL OF MINUTES of November 6, 2013

COMMUNICATIONS - Letter from Bryan Elliott, ASCWU-BOD President. Letter is available for review in the Faculty Senate office.

FACULTY ISSUES: Senator Bartlett brought forward a concern about some issues that faculty had who taught over the summer through Continuing Education. There were some significant problems with contracts being sent out late. One faculty member noticed he had been overpaid, contacted Continuing Education to find out what he needed to do. It took several months for Continuing Education to send him the form he needed and the form implied he would have to pay interest on the overpayment. Since he had not cashed the check yet, this faculty member did not have to pay the interest. Provost Levine indicated that she is aware of the issues that have happened and has taken action. Continuing Education is meeting with the Associate Provost weekly to help straighten out some of the issues.

Senator Little recognized Kara Gabriel to give a little background on the two-day SOURCE. Currently SOURCE has been filling every available space in the SURC for a long day. They would like to expand to two days a Wednesday and Thursday. They could run more sessions at once and have a little flexibility to bring in speakers and have an evening event on Thursday.

PRESIDENT: President Gaudino reported that the Governor's has indicated that while revenues look like they might increase, expenditures are likely to go up in human and health services. It currently does not look like there will be cuts in the supplemental session, but the next biennium could see potential cuts. Central will be putting in a capital request to repurpose the CHCI building. Central is launching a new media campaign. There will be advertising on billboards, bus tails and taxi

cabs. Also increasing advertising through a social media presence.

PROVOST: Provost Levine reported that Michael Launius, Assistant Vice President of International Studies will be returning to faculty on July 1, 2014. A search will be led by Kevin Archer, Interim Dean of Graduate Studies. The Provost is working on getting an RFP for an external review of the International Studies program. The College of Arts and Humanities Dean search is going well. Have over 2 dozen candidates and the application period closes January 15th. They are looking at making changes to summer session and the revenue that goes to the departments.

OLD BUSINESS – Chair Cheney followed up on Faculty issues that had been brought to Faculty Senate. Faculty Development day has been moved to a non-instructional day. Richard DeShields sent a clarification regarding mental health services at the Centers. The Community College partners staff have agreed to meet with Central students if possible. If there are behavior concerns the case manager at the Center will assist the student to find additional resources to support the student. They are currently working on coordinating the training at the Center locations. The Evaluation and Assessment Committee is working on a structure that looks at more roles of evaluation of teaching than just SEOs. They will be reporting at the January Faculty Senate meeting. Charlene Andrews is available to work with departments with hands on training for Faculty 180. Departments can contact her at 963-1271 or faculty180@cwu.edu. The New College Ad Hoc Committee has been put together with representation from each college. The Executive Committee is working on the charge to that committee. Senators should still send their department feedback to either Eric or the Senate office. In response to the communication from Eric Mayer regarding Faculty Senate's stance on Responsibility Centered Management (RCM) a faculty forum was held November 26, 2013. Approximately 40 faculty were in attendance. Key Faculty Senate committees such as Curriculum and General Education will be impacted by RCM. The University Budget and Finance Committee will be more important and currently there is only one faculty representative on that committee.

President – President Gaudino indicated that RCM is a managing model rather than a true budgeting model. It puts the decisions lower in the institution, greater transparency and a template model for the initial allocation to each level of management. It is not an automatic allocation, so those below can make different budget decisions. The Provost will give budget to Deans and they will budget it out to the departments. The President offered to do more faculty forums if desired and is willing to come to department meetings.

REPORTS/ACTION ITEMS

SENATE COMMITTEES:

Executive Committee

Motion No. 13-17(Approved, 2 nay): "Ratification of 2013-14 Faculty Senate

committee vacancies as attached in Exhibit A.”

Motion No. 13-18(Approved Option 2 [Option 1 – 9 votes; Option 2 29 votes; Option 3 4 votes and 5 abstentions): “Endorsement of a 2015-2016 Academic Year calendar as attached in Exhibit B.”

Motion No. 13-19(Approved, 5 nay): Cody Stoddard moved to vote on the calendar without SOURCE dates and the issue of one or two days for SOURCE is moved to a vote at another meeting.

Academic Affairs Committee – Michael Whelan reported on things the committee has been working on this quarter. The committee worked and submitted on an impact statement on the semester feasibility. The committee is working through the requested changes to the Academic Affairs policies and procedures from the Provost Council. The committee has not had full faculty representation, so has been a slow start without a quorum.

Bylaws and Faculty Code Committee – Gary Bartlett have been working on several charges. Some changes will be coming to Faculty Senate in both Bylaws and Faculty Code on term limits for committee members. The committee is looking at the rules for how Emeritus status is given to faculty. Currently the information is fairly vague. The committee is also looking at the issue of faculty who hold administrative positions and if they should sit on Faculty Senate committees.

Curriculum Committee – Jeff Dippmann reported that the committee has been working on the revisions to the Curriculum policies and procedures that were proposed by the Provost Council. The committee met and approved some revisions and rejected some. These have gone back to the Executive Committee. Jeff indicated that some of the suggestions were things that the committee had discussed at length last year and some of the revisions could have been explained had there been Faculty Senate representation at the Provost Council. Jeff has met with Kevin Archer, Interim Dean of Graduate Studies and Research, regarding some of the delays in curriculum that the committee experienced last year with graduate courses and programs. They have worked out a mutual understanding. The Curriculum Committee will be reviewing all the curriculum as a committee, rather than individual committee members reviewing different curriculum. The committee members are currently borrowing iPads from the President’s office to review the electronic curriculum; however, have hit snags of not being able to use them prior to the BOT meetings. Jeff would like to encourage Faculty Senate to request dedicated iPads for the Faculty Senate standing committees.

Faculty Legislative Representative: Jim Huckabay is the Faculty Legislative Representative (FLR) for this academic year to replace David Rawlinson. Faculty Senate will be looking for a FLR to serve the next three year term.

Please contact Jim or the Faculty Senate office if you are someone in your department might be interested. The key objectives for the Council of Faculty Representatives (CFR) which is made up of the FLR's from each of the institutions in Washington are to maintain momentum from last year, working on getting the DREAM Act underway, maintain and/or increase student aide and hold tuition costs. The session is 10 weeks starting January 13th. Jim will be in Olympia during the week and back on the weekends. Jim will be reporting to the Faculty Senate either in person or with written reports on a regular basis. If you would like to contact Jim his email is huckabay@cwu.edu.

CHAIR: Chair Cheney reported that since the Grupe Faculty Center has opened there have been 45 entrances into building. The Executive Committee is looking into Keurig machine for the center. The Executive Committee is working on setting up some forums during winter quarter on the Semester system and the Evaluation of Teaching. Wednesday, December 11st is the next open Faculty Senate Executive Committee meeting at 3:10 in the Grupe Faculty Center. The Executive Committee will talk about SOURCE dates at that time.

CHAIR-ELECT: Chair Whitcomb announced the next Faculty Friday is December 13th from 5:00 – 7:00 p.m. Light refreshments will be provided by Dining Services.

STUDENT REPORT: Kelsey Miller, student representative introduced some of the senators for the Student Academic Senate (SAS) will be serving on Faculty Senate committees. Kyle French, General Education; Claire Held, Academic Affairs and Laura Waingrow, Curriculum Committee.

NEW BUSINESS - None

Meeting was adjourned at 4:47 p.m.

Exhibit A

Committee	Name	Department	Term
Academic Affairs Committee			
CEPS – 1 vacancy	Vacant		6/15/13 – 6/14/16
CAH – 1 vacancy	Dan Lipori	Music	6/15/13 – 6/14/14
CB – 1 vacancy	Vacant		6/15/13 – 6/14/16
Bylaws and Academic Code			
1 vacancy - senator	Vacant		6/15/13 – 6/14/16
Evaluation & Assessment Committee			
COTS – 1 vacancy	Vacant		6/15/13 – 6/14/15

Exhibit B

2015-16 Academic Year Calendar – Option 1

Faculty Development on Friday finals week

Fall Quarter		
September 23	Classes Begin	
September 29	Change of Schedule Period Ends	
Nov. 9 – Dec. 4	Registration for Winter quarter	
November 11 (Wednesday)	Veterans Day	No classes
November 25-27	Thanksgiving Recess	No classes
December 4	Course Challenge Form Deadline	
December 7 – 10 Mon - Thursday	Final Exams	
December 11	Faculty Development Day/End of quarter	No classes
December 15	Grades Due	
53	Instructional Days per quarter	Includes final exams
Winter Quarter		
January 5	Classes Begin	
January 11	Change of Schedule Period Ends	
January 18 (Monday)	Martin Luther King Jr. Holiday	No classes
February 15 (Monday)	President's Day	No classes
Feb 16 – Mar 11	Registration for Spring quarter	
March 11	Course Challenge Form Deadline	
March 14 – 17	Final Exams	
March 18	End of quarter/Faculty Development Day	No classes
March 22	Grades Due	
51	Instructional Days per quarter	Includes final exams

Spring Quarter		
March 29	Classes Begin	
April 4	Change of Schedule Period Ends	
May 2 – June 22	Registration for Summer quarter	
May 9-June 17	Registration for Fall quarter	
May 18-19	SOURCE Days	Instructional days
May 30 (Monday)	Memorial Day	No classes
June 3	Course Challenge Form Deadline	
June 6 – 9	Final Exams	
June 10	End of quarter/Faculty Development Day	
June 11	Commencement	Commencement - Ellensburg
June 12	Commencement	Commencement Ceremonies - Kent
June 14	Grades Due	No classes
51	Instructional Days per quarter	Includes final exams

2015-16 Academic Year Calendar
Option 2 Faculty Development beginning of year

Fall Quarter		
September 17 or 18	Faculty Development Day	
September 23	Classes Begin	
September 29	Change of Schedule Period Ends	
Nov. 9 – Dec. 4	Registration for Winter quarter	
November 11 (Wednesday)	Veterans Day	No classes
November 25-27	Thanksgiving Recess	No classes
December 4	Course Challenge Form Deadline	
December 7 – 10 Mon - Thursday	Final Exams	
December 15	Grades Due	
53	Instructional Days per quarter	Includes final exams
Winter Quarter		
January 5	Classes Begin	
January 11	Change of Schedule Period Ends	
January 18 (Monday)	Martin Luther King Jr. Holiday	No classes
February 15 (Monday)	President's Day	No classes
Feb 16 – Mar 11	Registration for Spring quarter	
March 11	Course Challenge Form Deadline	
March 14 – 17	Final Exams	
March 22	Grades Due	
51	Instructional Days per quarter	Includes final exams
Spring Quarter		

March 29	Classes Begin	
April 4	Change of Schedule Period Ends	
May 2 – June 22	Registration for Summer quarter	
May 9-June 17	Registration for Fall quarter	
May 18-19	SOURCE Days	Instructional days
May 30 (Monday)	Memorial Day	No classes
June 3	Course Challenge Form Deadline	
June 6 – 9	Final Exams	
June 11	Commencement	Commencement Ceremonies - Ellensburg
June 12	Commencement	Commencement Ceremonies - Kent
June 14	Grades Due	No classes
51	Instructional Days per quarter	Includes final exams

**2015-16 Academic Year Calendar –
Option 3 Faculty Development beginning of year and Friday end of
spring quarter**

Fall Quarter		
September 17 or 18	Faculty Development Day	
September 23	Classes Begin	
September 29	Change of Schedule Period Ends	
Nov. 9 – Dec. 4	Registration for Winter quarter	
November 11 (Wednesday)	Veterans Day	No classes
November 25-27	Thanksgiving Recess	No classes
December 4	Course Challenge Form Deadline	
December 7 – 10 Mon - Thursday	Final Exams	
December 15	Grades Due	
53	Instructional Days per quarter	Includes final exams
Winter Quarter		
January 5	Classes Begin	
January 11	Change of Schedule Period Ends	
January 18 (Monday)	Martin Luther King Jr. Holiday	No classes
February 15 (Monday)	President's Day	No classes
Feb 16 – Mar 11	Registration for Spring quarter	
March 11	Course Challenge Form Deadline	
March 14 – 17	Final Exams	
March 22	Grades Due	
51	Instructional Days per quarter	Includes final exams

Spring Quarter		
March 29	Classes Begin	
April 4	Change of Schedule Period Ends	
May 2 – June 22	Registration for Summer quarter	
May 9-June 17	Registration for Fall quarter	
May 18-19	SOURCE Days	Instructional days
May 30 (Monday)	Memorial Day	No classes
June 3	Course Challenge Form Deadline	
June 6 – 9	Final Exams	
June 10	Faculty Development Day	No classes
June 11	Commencement	Commencement Ceremonies - Ellensburg
June 12	Commencement	Commencement Ceremonies - Kent
June 14	Grades Due	No classes
51	Instructional Days per quarter	Includes final exams

