10-4-2004

CWU Faculty Senate Minutes - 10/04/2004

Janet Shields

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CENTRAL WASHINGTON UNIVERSITY
FACULTY SENATE

APPROVED REGULAR MEETING MINUTES: October 6, 2004

ROLL CALL:
Senators: All senators or their alternates were present except: Lori Braunstein, Tim Burnham, Daniel CannCasciato, Lila Harper, Brenda Hubbard, Mike Launius, Richard Mack, Tim Melbourne, Casey Moore, Vincent Nethery, Don Nixon and Jeffrey Snedeker

Visitors: Jan Bowers, Sheryl Grunden and Steve Verhey

CHANGES TO AND APPROVAL OF AGENDA  No changes

MOTION NO. 04-48(Approved): APPROVAL OF MINUTES of May 26, 2004

COMMUNICATIONS - None

INTRODUCTIONS – The Faculty Senate Executive Committee presented a Faculty Senate Orientation. The agenda included Welcome and Introductions of Executive Committee, Structure and Function of the Faculty Senate, Committees, Responsibilities and Authority Outline of a typical Faculty Senate meeting, Introduction of New Senators and Closing Remarks.

REPORTS/ACTION ITEMS

Executive Committee

Motion No. 04-49(Approved) Seconded by Senator Donahoe: “Adoption of 2004-05 Operating Procedures/Roberts Rules of Order attached as Exhibit A”

Motion No. 04-50(Approved) Seconded by Senator Donahoe: “Approve Jeffrey Snedeker as the 2004-05 Faculty Senate Parliamentarian.”

Motion No. 04-51(Approved) Seconded by Senator Wyatt: “Recommendation to accept a new type 2 certificate - Reproductive Healthcare Professional as outlined in Exhibit B.” Melody Madlem spoke to this motion. Non CWU degrees. Certification program. 33 students enrolled currently.

Motion No. 04-52(Approved) Seconded by Senator Frost: “Recommendation to accept a new type 2 certificate – Human Sexuality Professional as outlined in Exhibit B.”

Motion No. 04-53(Approved) Seconded by Senator Hickey: “Ratification of 2004-05 Faculty Senate Standing Committee members attached as Exhibit C.”

VI. REPORTS/DISCUSSION ITEMS

CHAIR: Toni reported that Mike Launius, International Studies & Programs, is looking for faculty to work at the Shimane Women's College in Japan. All expenses are covered. Most of the teaching is conversational English and perhaps teaching in your field of study. We are in danger of losing the lease to the faculty apartment. Please mention faculty who might be interested to Mike.
This is a year of transition for Faculty Senate. Passage of the union has put us all in a bit of transition here. As a Senate we will be redefining our role in the next year. The Faculty Code stays in effect until a contract is ratified and Faculty Senate remains the governing body of the faculty. This year the central issue for the Senate is to assist in defining its future role in shared governance at Central. This year the Senate committees and the Senate will do all it can to assist both sides in negotiations and clarifications. Senate committee charges will be going out this week. The Executive Committee hopes to do as much as we can to help clarify and to make smooth transition.

Lori Braunstein was appointed to be the Chair of ITAM and has resigned her position as chair-elect. We will need to elect a new Chair-Elect for 2004-05. The only requirement is that you have 2 years left remaining as Senator and recommend that you be tenured. If interested, or know of someone who is, please contact the Senate office. We hope to have a balloting process available for the next Senate meeting.

PROVOST: Provost Soltz indicated that President McIntyre will not be able to make it to the meeting today due to a meeting. The Provost welcomed the Senators back to the 2004-2005 academic year. Approximately 220 faculty attended the Fall Faculty Day. Those who attended got to see the beautiful new music building. We will be entering into collective bargaining this year. Central will be having our 6th year interim accreditation visit. The interim report will be available as an e-mail attachment and copies will be available in the Senate office. Site visit is scheduled for October 18-19. There will be an open door discussion at 11:15 a.m. on October 19th. Copies of a new set of articles in the Washington CEO magazine are available for Senators today. The insert to this magazine focuses on CWU. The magazine offers all universities, on a periodic basis, this opportunity. The article is written by a freelance writer. The President is working with the budget for next biennium. About two weeks ago, she made a presentation to the HEC Board on the budget request for Central. Copies of her presentation can be made available from the President's office. The Provost will be hosting a set of faculty Fourier this year focusing on various areas academic planning. The transcript for the faculty forum held last May is available. More information will be sent to faculty as it becomes available. Central is working on a revised set of accountability measures that is part of a statewide mandate. Central has received its third Murdock Trust grant. Central has received more grants from this trust than any other public comprehensive institution. The most recent grant is for $250,000 to establish a science honors program. An announcement will be sent to recruit a faculty member as Director of the Science Honors program, which will be a 50% release position. Several searches this year will be for the Dean of the College of Arts and Humanities, Executive Director of International Studies & Programs, and Associate Vice President of Faculty Relations.

SENATE CONCERNS: Reminder Performance Review files are due October 11th. Additional information on SAB is available on the Faculty Senate SAB website. Approximately, $500,000 has been allocated to these plans, with 2/3 to be used for Plan A and 1/3 for Plan B. The SAB process will continue as was ratified by the Faculty Senate. Provost Soltz indicated the UFC and university Administration have reached an agreement to continue the SAB as was ratified by the Faculty Senate. There should be a memorandum of understanding by the end of this week. Senator Donahoe thanked Provost Soltz for his work on this.

Senator Schepman asked for clarification as of what date did all compensation issues and changes need to be discussed with the union. Senator Donahoe indicated when the affirmative vote was received for the union to start the collective bargaining process. In the meantime, the Code that was in effect, will remain in effect, but we will not be making any changes during the bargaining process. There are no current dates on when collective bargaining will be completed.

STUDENT REPORT: No report
SENATE COMMITTEES:

Ad Hoc Evaluation of Instruction Committee: None
Academic Affairs Committee: None
Budget Committee: Committee has not met.
Code Committee: Has met and has forwarded information to the Executive Committee.
Curriculum Committee: First meeting is tomorrow.
Development and Appropriations: New chair is Patsy Callaghan.

General Education: Steve Verhey report on the General Education Institute held three weeks ago. It was very successful in terms of the enthusiasm among those who attended. Thanked the Provost and the office staff for their support of this workshop. There were approximately 35 faculty in attendance. A quarter of those in attendance were adjuncts. Fourteen of the 23 departments that have general education courses were represented. Only 3 departments, that offer general education courses, had significant representation. Nine departments were not represented at all. None of our programs can really be excellent without, at least, an okay general education program. Will be working to advocate change in the merit criteria to encourage more participation and to reward participation in faculty development events.

Personnel Committee: First meeting is this week.

Public Affairs Comm/Council of Faculty Reps/Faculty Legislative Representative: No report

OLD BUSINESS - None

NEW BUSINESS
Senator Donahoe gave an announcement for the Washington Art Education Association Conference that will be held October 8 – 9 in McConnell. There will be two keynote speakers.

Provost Soltz invited faculty to the ground breaking for the SUB/Rec tomorrow at 11:30. It will be followed by a BBQ.

The first presidential speaker will be David Abshire – President and Chief Executive Officer of the Center for the Study of the Presidency. Mr. Abshire will be speaking on October 19th at 7:00 p.m. in McConnell.

Seattle Symphony will be October 13th at 7:30 p.m.

Asia/Pacific Studies Program will be presenting a speaker William Tsutsui. Professor Tsutsui will be giving a talk on the world’s 50 year obsession with Godzilla on October 13th at 6:00 p.m. in Sub Theatre. Professor Tsutsui’s book is available in bookstore.

Business and Economics have a speaker, Lynn Brewer, whistle blowers from ENRON, Tuesday, November 9 at 1:15 in Hertz Auditorium. Flyers will be sent out.

Lecture tomorrow on the economy of China in Shaw-Smyser.

Faculty senate committees have already received or will receive their charges this week.

Reminder to pick up a copy of the Washington CEO magazine.

ADJOURNMENT: Moved to adjourn at 4:40 p.m. Approved
Exhibit A

2004-05 Faculty Senate Operating Procedures:


2. 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.

3. 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 mailing 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.

4. 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

New Certificates:  
**Department: Health, Human Performance, and Recreation**

1) **Type 2 certificate: Reproductive Healthcare Professional Certificate**

*Rationale:* Due to budgetary constraints, many reproductive healthcare facilities cannot afford to hire professional counselors and thus rely on staffs that are not professionally trained to offer supportive services on reproductive and sexual health issues to patients. The program has been developed through a partnership between the CWU Health Education department, the Office of Continuing Education, and Planned Parenthood of Western Washington (PPWW). PPWW will host the Reproductive Healthcare Professional Certificate program as a means to provide training and professional development for their staff. PPWW will also market the programs to allied health organizations.

This comprehensive, 12-credit course of study will provide training for healthcare workers who work with patients who are making choices about reproductive and sexual health issues. The program consists of the following new professional development courses:

- **HED 500** Human Sexuality Education: Overview 3 cr.
- **HED 500** Patient Educator in Reproductive Health 3 cr.
- **HED 500** Counseling Skills for Reproductive Healthcare Providers 3 cr.
- **HED 500** Human Sexuality Education: Practicum 3 cr.

Estimated Enrollment: Year 1 = 20; Year 2 = 20; Year 3 = 20

2) **Type 2 certificate: Human Sexuality Professional Certificate**

*Rationale:* Educators and health care practitioners interested in the field of human sexuality education do not have access to a course of study that provides an overview of the field, opportunities to learn the theory and practice of teaching, and how to apply this information specifically to the teaching of sexuality education, and to learn how to assess research in this field. The program has been developed through a partnership between the CWU Health Education department, the Office of Continuing Education and Planned Parenthood of Western Washington (PPWW). PPWW will host this certificate program as a means to provide training and professional development for their staff. PPWW will also market the program to allied health organizations.

This comprehensive, 15 credit course of study prepares educators, health care practitioners and allied health workers to provide quality sexuality education in their communities. The program consists of the following new professional development courses:

- **HED 500** Human Sexuality Education: Overview 3 cr.
- **HED 500** Human Sexuality Education: Teaching, Part A 3 cr.
- **HED 500** Human Sexuality Education: Teaching, Part B 3 cr.
- **HED 500** Human Sexuality Education: Research 3 cr.
- **HED 500** Human Sexuality Education: Practicum 3 cr.

Estimated Enrollment: Year 1 = 20; Year 2 = 20; Year 3 = 20

**DEPT 500:** Professional Development (1-5). Development topics and issues for in-service and continuing education of professionals. Not applicable to degrees nor institutional requirements for endorsements or teaching certificates offered through the university. Usually graded S/U.
## Exhibit C

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<td>Computer Science</td>
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Please sign (print) your name if you are not a faculty senator.
Roll Call 2004-05
Faculty Senate Meeting: October 6, 2004

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<td>WESSEL, Nancy</td>
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Quorum: 21
42 Senators

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CENTRAL WASHINGTON UNIVERSITY
FACULTY SENATE

REGULAR MEETING
Wednesday, October 6, 2004, 3:10 p.m.
BARGE 412
AGENDA

I. ROLL CALL
II. CHANGES TO AND APPROVAL OF AGENDA
III. MOTION NO. 04-48: APPROVAL OF MINUTES of May 26, 2004
IV. COMMUNICATIONS
V. INTRODUCTIONS
VI. REPORTS/ACTION ITEMS (25 Minutes)

Executive Committee

Motion No. 04-49: "Adoption of 2004-05 Operating Procedures/Roberts Rules of Order attached as Exhibit A."

Motion No. 04-50: "Approve Jeffrey Snedeker as the 2004-05 Faculty Senate Parliamentarian."

Motion No. 04-51: "Recommendation to accept a new type 2 certificate - Reproductive Healthcare Professional as outlined in Exhibit B."

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Motion No. 04-53: "Ratification of 2004-05 Faculty Senate Standing Committee members attached as Exhibit C."

VI. REPORTS/DISCUSSION ITEMS
CHAIR: (15 Minutes)
PRESIDENT: (10 Minutes)
PROVOST: (10 Minutes)
SENATE CONCERNS: (5 Minutes)
STUDENT REPORT: (5 Minutes)
SENATE COMMITTEES: (10 Minutes)
    Ad Hoc Evaluation of Instruction Committee:
    Academic Affairs Committee:
    Budget Committee:
    Code Committee:
    Curriculum Committee:
    Development and Appropriations:
    General Education:
    Personnel Committee:
    Public Affairs Comm/Council of Faculty Reps/Faculty Legislative Representative:

VII. OLD BUSINESS
VIII. NEW BUSINESS
IX. ADJOURNMENT

***NEXT REGULAR SENATE MEETING: November 3, 2004***  BARGE 412
Exhibit A

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2) Type 2 certificate: Human Sexuality Professional Certificate

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Facility Senate
Motion synopsis

Motions are the means to get a proposed action or program, etc., discussed and voted on by the Senate. Robert's Rules of Order (RRoO), modern ed., (New York: Berkley Books, 1989) is our working copy, when our bylaws don't overrule. While there are numerous possible motions and subsidiary motions, etc., the following are the main ones that have been used for conducting Senate business.

Motion A - a proposal to do something
- Seconded (required)
- Discussed (optional; generally ensues)

The Chair will try to allow various views (pro and con and in between) to alternate during the discussion

Motion B to amend Motion A
- Seconded (required) (RRoO, III. 24, p. 51)
- Discussed, wording sometimes fine-tuned, etc.
- Voted on (NOTE: Voting on Motion B then gets us back to discussing Motion A, as amended or not. Voting does not indicate support—or not—for Motion A itself.)

- Discussion returns to Motion A; when discussion ends, Motion A is
- Read again and then
- Voted on

We then move on the next motion, report or section of the meeting

Possible actions, continued

Move to table, limit debate, postpone, refer, etc. - Various other ways to delay voting on a motion that is on the floor, each requiring a specific motion, second, and majority vote (RRoO, III. Sect. 20, 22, and 25). Generally, if a motion is “tabled,” it does not automatically resurface for discussion or action, unless pulled from the table (in the form of a new motion and vote) during the old business section of a subsequent meeting. This motion is not debatable (i.e., it must be voted upon immediately) and requires a majority vote to pass. Motions to “limit debate” usually involve setting time limits of discussion on a motion for the sake of efficiency; this motion is also not debatable and requires a 2/3 majority to pass. Motions to “postpone” action on a particular motion can have definite times (e.g., it can be part of the postponing motion to include a specific date of consideration, included under “Old Business”) or be postponed indefinitely, which effectively delays action on the motion indefinitely; only a new motion can revive the matter. Motions to postpone are debatable and require majority vote. A motion is usually “referred” to a committee or other body for re-consideration of wording, policy concerns, etc. Motions to refer are also debatable and require majority vote.

Call the [previous] Question - A request to end discussion; a second is required; this procedure is not debatable, and is immediately voted on (2/3 majority is required to pass) (RRoO, III. 21, p. 44). An affirmative means only that we’ve agreed to end the discussion on the current motion. We then return to the original motion, as amended or not.

Point of Order - Bringing up a procedural issue (speaking out of turn, lack of second to the motion, etc. (RRoO, III. 14, p. 14)); no second is required; and a point of order is not debatable; simply state your concern, even if you interrupt the person speaking at the time. The Chair rules on this point (in/out of order) and discussion continues.

Point of Information - Not a formal process. Usually done when asking for clarification of what’s happening, or what something might mean, etc. Do so during the discussion.