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CWU Faculty Senate Minutes - 02/08/2006

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CENTRAL WASHINGTON UNIVERSITY
FACULTY SENATE

REGULAR MEETING
Wednesday, February 8, 2006, 3:10 p.m.
BARGE 412
MINUTES

ROLL CALL:
Senators: All senators or their alternates were present except: George Bellah, Lori Braunstein, Jim Eubanks, Jonathan Fassett, Cpt. Tyler Oxley, Korri Shumizu, and Katie Underwood

Visitors: Susy Beador, Miguel Blancas, Carolyn Booth, Dan Herman, Danielle Hiy, and Rose Spodobalski-Brower

CHANGES TO AND APPROVAL OF AGENDA

MOTION NO. 05-56(Approved): APPROVAL OF MINUTES of January 18, 2006

COMMUNICATIONS - None

PRESIDENT'S REPORT – President is working with the Economic Development group in Kittitas County. She will report back on any progress for the University. Legislative cut-off dates were last week. There are several bills that they are watching as they progress through the committees. There will be a CWU advertisement during the Winter Olympics on local TV. The Kairois Quarter will be performing on February 14th as part of the Fine Arts Speaker & Performance Series. Hope to announce the series for next year in April.

FACULTY ISSUES: Senator Erdman reported that the e-mail distribution list for adjuncts had not been updated. Senator Erdman has gone through the list and found 138 names not on this distribution list. Concerned that there is not a system for updating this list. Provost indicated he would look into this.

OLD BUSINESS
Motion No. 05-53 #7(Approved): "Additions and changes to Curriculum Policy Manual section 5-10 as outlined in Exhibit A."

Motion No. 05-53a (Approved): Senator Snedeker moved to accept the Curriculum Committee amendments to Motion No. 05-53 #7.

Motion No. 05-61(Approved): Senator Cant moved to remove Motion No. 05-53 #7 from the table.

REPORTS/ACTION ITEMS

SENATE COMMITTEES:

    Executive Committee:
    Motion No. 05-57(Approved): "Ratification of Kirk Johnson, Sociology, to the Personnel Committee with the term ending June 14, 2008."

    Academic Affairs Committee:
    Motion No. 05-58(Approved): "That the Policy Manual Academic Affairs be amended as shown in Exhibit B."

Budget Committee: Senator Hickey reported that he will be meeting with the Provost in a few weeks to start discussing what happens to this committee under the new collective bargaining agreement.

Code Committee: No report.

Curriculum Committee:
Motion No. 05-59(Approved): "Recommendation to accept a new specialization in Pre-Nursing in Public Health as outlined in Exhibit C."

Development and Appropriations: No report.

General Education:
Motion No. 05-60(Approved): "General Education Committee recommendation to add MATH 102 to the "Basic Skills Requirement" as outlined in Exhibit D. (Cf. General Education program, p. 37-38, CWU catalog)." Would take pressure off 130 and more geared toward gen ed than 130.

Committee gave several informational items: Environmental Studies 303 is to being removed by the department, and will no longer be a general ed course. FCS 245 will be changed to NUTR 245. The Committee is currently working with department chairs & deans to deal with the bottle neck courses. Working on getting more W courses offered.

Personnel Committee: No report

Public Affairs Comm/Council of Faculty Reps/Faculty Legislative Representative: Jay reported it has been a quiet week in Olympia. The Council of Faculty Representatives (CFR) met this morning and worked on the brochure being prepared for the Higher Education Day on February 28th in Olympia. Jay encouraged faculty to attend the Higher Education Day and bring program material to discuss with Senators and Representatives. Jay is watching several bills, one dealing with college courses in the high school and a textbook bill. Will let Senate know the outcome of these bills.

CHAIR: Tentative collective bargaining agreement is available for review. Chair Ogden encouraged all faculty to review this document, whether they are a member of the union or not. The Executive and Code Committees are working on a strike-out copy of the Faculty Code. Assuming the collective bargaining agreement is ratified by UFC, this copy will be brought forward to Senators at the March 1st meeting.

CHAIR-ELECT: Article 22 of the tentative collective bargaining agreement deals with Faculty Senate and shared governance. This document will guide what we do and the role of the union versus Faculty Senate. Summer 2006 budget was passed by the Budget Advisory Committee and will forward to the President and the BOT. Senator Cant would like to keep an eye on institutional support costs out of summer revenue which is currently 28%. There would be a change in faculty development funds under the tentative collective bargaining agreement. Have not been able to clarify how the 2005 faculty development funds will be distributed.

PROVOST: Two efforts in Strategic planning are nearing completion. The University strategic plan will be holding forums from February 15th through March 6th. Notification of the schedule will be out by the end of this week. Individuals will have nine opportunities per goal clusters to provide include. Approximately 100 people participated in the on-line survey. The Academic Affairs Strategic planning working group is nearly finished with incorporating input from the college development day. The final draft will be distributed in April prior to the Faculty Senate meeting. Summer session budget has been approved. Enrollment for 2005 was down by 6%. Putting $40,000 towards promotion to try and bolster enrollment. Working towards broadening the offerings, more workshop and certificate programs. Applications for enrollment are down by

30% this year. This seems to be a state-wide trend. Most of the focus in Olympia has been on early learning and K-12 this session.

STUDENT REPORT: Senator Strasser reported on some students indicating a feeling of indifference by the Education department. Students feel they have no preparation for the West B certification exam. ASCWU has developed a leadership program. ASCWU is looking to revamp the website to allow more access.

NEW BUSINESS - None

Meeting was adjourned at 4:25 p.m..

Exhibit A

<u>**CWU POLICY SECTION 5-10 CHANGES**</u> (Entire Section available upon request)

7.   Revision of the approval process for International Study courses. *The courses offered through study abroad will be placed into INTL categories (e.g. INTL 310 Agriculture) with variable topics. The courses will not be accepted into specific majors unless the student petitions the department for a substitution. The approval for the topics will be in the OISP office. The courses will appear on the students' transcripts as INTL courses.* (Section 5-10.5.15.4)

5-10.5.15.3	Criteria.	Recognizing the unique and diverse nature of international study, university-sponsored programs abroad will meet the same academic criteria as would be required of similar programs on the home campus.

        a.   When credit is granted, the student's admission status will conform to the specific requirements of the rRegistrar's oOffice.

        b.   The teaching staff will consist of academic professionals who meet the standards for similar programs on the campus.

        c.   The course offerings will meet equivalent standards and conditions as those offered on the campus.

        d.   Courses with <u>INTL,</u> FNST or MFST prefixes are not offered on campus and are available only in conjunction with iInternational pPrograms, and fForeign lLanguages or mMusic dDepartments. Credit to be given depends upon the evaluation made by the office of iInternational sStudies and pPrograms.

        e.   Travel programs per se or commercially sponsored "Travel Study" programs will not be granted credit.

5-10.5.15.4	Process.	Approval of ~~foreign~~ <u>international</u> studies courses.

      ~~a.~~   ~~Each course is pre-approved by one or more CWU departments and submitted on the seminar, special topics, workshop form and follows the normal curriculum process for course additions.~~

      ~~b.~~   ~~A copy of the department's pre-approval is attached to each curriculum form.~~

      ~~c.~~   ~~Each department's recommendation for the level of the course is placed on the curriculum form.~~

      ~~d.~~   ~~The foreign institution's name and course number are replaced by the CWU name and course number which is attached on the syllabus.~~

      ~~e.~~   ~~The curriculum form is submitted for signatures.~~

      ~~f.~~   ~~A statement from international studies and programs verifying review of learner outcomes and an assessment plan is attached.~~

      a.   <u>A new course form will be submitted to the FSCC as a variable topic course with a specific subject title. The new course form is approved by the office of international studies and the registrar's office before</u>

submission to the FSCC.

b. Each sub-title falling into that specific subject may change quarterly and the office of international studies notifies the registrar's office of the course name.

c. The INTL courses will transfer into CWU as a general elective with the INTL prefix. To receive equivalency credit for an existing course, a student must petition a department for a substitution in their major.

d. International studies and programs courses that are approved CWU faculty-led courses may offer credit through individual academic departments and follow the same approval process as a special topic, seminar, or workshop. These courses are pre-approved by the specific department. (See section 5-10.5.9)

Exhibit B

5-9.4.14 Grading Policies and Regulations

5-9.4.14.1 "Grade points" are assigned to each grade as follows (see 5-9.4.14.3 below):

Grade	Grade Points per Credit
A	4.0
A-	3.7
B+	3.3
B	3.0
B-	2.7
C+	2.3
C	2.0
C-	1.7
D+	1.3
D	1.0
D-	0.7
F	0.0

5-9.4.14.2 No "grade points" are assigned for the following symbols (see 5-9.4.14.3 below):

CR	Credit (see 5-9.4.16)
NC	No Credit (see 5-9.4.16)
S	Satisfactory (see 5-9.4.17)
U	Unsatisfactory (see 5-9.4.17)
AU	Audit (see 5-9.4.8)
W	Indicates a c Complete withdrawal from the university. (see 5-9.4.12)
+W	Indicates an u Uncontested withdrawal from a course. (see 5-9.4.10)
HW	Indicates a h Hardship withdrawal from a course. (see 5-9.4.11)
I	Incomplete — an "I", when recorded, is not a qualitative grade. Rather, it means that a student was not able to complete the course by the end of the term but had satisfactorily completed a sufficient portion of it and can be expected to finish without having to re-enroll in it. To earn a grade, course work must be completed as prescribed by the instructor on forms filed in the appropriate department office. If it is not completed within one calendar year, the "I" will automatically be changed to an "F". (see 5-9.4.24)
IP	In Progress — A grade is issued when the course is completed. "IP" is used primarily for graduate thesis, project study and organization development courses. (see 5-9.4.25)
Z	Undergraduate in Progress. A grade is issued when the course is completed. Z is used for special circumstances in Flight Technology and International Studies. If not completed in one calendar year, the "Z" will automatically be changed to INC.

~~INC~~	~~Incomplete extended beyond normal limit. Frozen upon program completion.~~
NR	No grade reported. (see 5-9.4.26)
NS	No show. ~~No evidence that the student has ever attended class.~~ (see 5-9.4.27)

5-9.4.14.3 All grades are frozen upon award of degree.

5-9.4.14.4 Financial Aid may be affected by certain grades and/or grading symbols. It is incumbent upon students to be aware of the impact of all grades on their Financial Aid. Financial Aid information policies are available from the Financial Aid Office.

5-9-4.14.~~4~~5 Grading policy is the responsibility of individual instructors as long as students are notified of that policy at the outset of a course and the policy is applied consistently within a course.

5-9.4.14.~~5~~6 Departments may establish grading standards and policies which guide the grading by individual instructors. Any such policy must be course-specific and not instructor-specific, must be applied uniformly for all sections of the course, and must be in existence prior to the first day of instruction of the quarter in which the course is offered.

5-9.4.24 Incompletes

5-9.4.24.1 An "I" ~~means~~ is used when the student was not able to complete the course by the end of the term, but has satisfactorily completed a sufficient portion of it and can be expected to finish without having to re-enroll in it.

~~5-9.4.24.2 Incomplete procedures and Report of Incomplete (ROI) forms are available from the department offices as well as from the Rregistrar's office.~~

5-9.4.24.2 The instructor must submit a grade of "I" on the Safari roster, must fill in the Comment field (under Incomplete Detail), stating what a student must do to complete a course, and set a specific date up to one calendar year for the completion of the course work. The instructor may not alter the Lapse to Grade field.

5-9.4.24.2.1 If faculty are unable to enter grades on Safari, Incomplete procedures and Report of Incomplete (ROI) forms are still available from the department offices as well as from the Registrar's office.

~~5-9.4.24.3 All incomplete work must be completed in no longer than one (1) calendar year from the last day of the quarter in which the "I" was received.~~

5-9.4.24.3 The Registrar's office will send notification of Incomplete to the student, based on the information in the Comment field or the information provided on the ROI, if the instructor did not enter the "I" directly on Safari.

5-9.4.24.4 ~~Sin addition to recording a grade of "I" on the grade roster, the instructor must fill out a ROI form, stating what a student must do to complete the course, and setting a specific date up to one calendar year for the completion of the course work.~~

5-9.4.24.4 If the work is not completed within one(1) calendar year from the last day of the quarter in which the "I" was received, the Registrar will automatically convert the "I" to an "F". The instructor may request an extension from the Registrar.

5-9.4.24.5 ~~The instructor must retain one copy of the four part ROI form for his or her own files and give one copy to the appropriate department where it will be kept on file. Departmental personnel will send two copies to the registrar's office. The Registrar's office will send one of the copies of the ROI form to the student.~~

5-9.4.24.6 ~~If the instructor does not fill out the form completely, including setting a completion date, the Registrar will return the form to the appropriate department chair. The department chair is responsible for contacting the instructor and insuring that the instructor completes the form and returns it to the Registrar's office.~~

5-9.4.24.~~7~~5 It is the student's responsibility to contact the professor and make arrangements to complete the course.

5-9.4.24.~~8~~6 To earn a grade, a student must complete the work for the course as prescribed by the instructor by the indicated date on the ~~ROI form~~ Lapse Deadline.

5-9.4.24.~~9~~7 If a student satisfactorily completes the prescribed work within the indicated period, the instructor must file a Change of Grade form by the end of the quarter in which the work was completed.

5-9.4.24.10 ~~If the work is not completed, the Registrar's office will automatically convert the "I" to an "F."~~

5-9.4.24.~~11~~8 Students may not re-register for a course in which they receive a grade of incomplete.

5-9.4.25 In Progress (IP)

5-9.4.25.1 For undergraduate students, "IP" is used when the student was not able to be evaluated by the end of the term, usually because instruction is not yet completed. "IP" is used for special circumstances within programs such as Flight Technology, International Studies and Cooperative Education.

5-9.4.25.2 For graduate students, "IP" is used for thesis, project study and organization development courses that normally extend beyond a single term.

5-9.4.25.3 All uses of the "IP" grade must be submitted to and approved by the Registrar.

5-9.4.25.4 A letter grade is issued when the course is completed and recorded by the Registrar, upon receipt of the Change of Grade form submitted by the instructor.

5-9.4.25.5 If a grade is not submitted to the Registrar within one calendar year the "IP" will automatically be changed to "F" by the Registrar. The instructor may request an extension from the Registrar.

5-9.4.26   No Grade Reported (NR)
        5-9.4.26.1   "NR" is used when no grade has been reported to the Registrar by the instructor.
        5-9.4.26.2   "NR" is issued by the Registrar.
        5-9.4.26.3   "NR" will remain on record until the Registrar, working with the instructor, department chair and/or dean, will determine, when possible, an appropriate grade change.

5-9.4.27   No Show (NS)
        5-9.4.27.1   "NS" is only used when the student has never attended a single class. If the student has attended even one class, a "NS" may not be issued.
        5-9.4.27.2   "NS" is submitted by the instructor any time after the Change of Schedule deadline and must be approved by the Registrar.

Renumber 5-9.4.25 Course Challenge to 5-9.4.28
Renumber 5-9.4.26 Course Substitutions to 5-9.4.29
Renumber 5-9.4.27 Scholastic Standards to 5-9.4.30
Renumber 5-9.4.28 Academic Forgiveness to 5-9.4.31
Renumber 5-9.4.29 Class Attendance & Participation to 5-9.4.32
Renumber 5-9.4.30 Syllabi to 5-9.4.33
Renumber 5-9.4.31 Athletic Participation to 5-9.4.34
Renumber 5-9.4.32 Academic Appeal to 5-9.4.35
Renumber 5-9.4.33 Required Participation in Assessment Activities to 5-9.4.36

Rationale: Changes are in response to (1) the request by the Registrar to clarify, in particular, the precise use of the former "Z" grade; (2) the need to clearly describe grading symbols, in particular "NR", "NS" and "IP"; (3) the need to provide policy and language that more accurately reflects current capabilities resulting from the adoption of Safari; and (4) the need to provide consistency in grading symbol language.

EXHIBIT C

NEW SPECIALIZATION

The department reorganized this program. Renamed the Community Health major to Public Health and has listed common courses for the specializations. The Pre-Nursing is the only new specialization.

Bachelor of Science Public Health with a Specialization in Pre-Nursing in Public Health

Public Health is a dynamic and diverse major that offers many employment options. Employing agencies include, but are not limited to, governmental health departments, hospitals, clinics, non-profit health agencies, voluntary health agencies, international health programs, corporations, consulting firms, youth or school-based health programs, wellness clubs/clinics, and healthcare delivery programs. Students MUST choose to specialize in either Community Health Education or Pre-Nursing in Public Health.

Special requirements other than departmental: HED 230 must be taken prior to HED 422. HED 230 and HED 410 must be taken prior to HED 475.

Required Major Core Courses:

Course	Credits	
HED 210, Drugs and Health	3	
HED 230, Foundations of Health Education	3	
HED 317, International Health	3	*new course*
HED 320, Environmental Health Education	3	*new course*
HED 330, Health Assessment	4	
HED 370, Current Trends in Health Education	3	
HED 387, Principles of Fitness and Stress Management	3	
HED 410, Community Health	3	
HED 422, Methods of Health Promotion	4	
HED 445, Health Education Professionalism	1	
HED 450, Community Organization and Coalition Development	3	*new course*
HED 471, Planning I	5	
HED 472, Planning II	5	
HED 473, Community Health Administration	3	*new course*
HED 475, Program Evaluation in HED	3	
HED 490, Cooperative Education Field Experience	10	
FCSN 245, Basic Nutrition	5	
Total	**64**	

Specialization: Pre-Nursing in Public Health

The Pre-Nursing in Public Health specialization prepares students to meet entrance requirements to BSN programs throughout Washington State. Armed with leading edge scientific knowledge and liberal arts content, the Pre-Nursing in Public Health specialization allows future professionals to enter nursing school with a solid background in public health theory and practice.

Pre-requisites for admission to nursing school that meet General Education requirements for pre-nursing track: SOC 101or 107 or 205, PSY 101, CHEM 111 and CHEM 111Lab.

CHEM 112, Introduction to Organic Chemistry	4
CHEM 112 Lab, Chemistry Lab	1
CHEM 113, Introduction to Bio-Chemistry	4
CHEM 113 Lab, Chemistry Lab	1
BIOL 220, Introductions to Cellular Biology	5
BIOL 355, Human Anatomy and Physiology	5
BIOL 356, Human Anatomy Physiology	5
BIOL 322, Introductory Microbiology	5
MATH 311, Statistical Concepts and Methods	5
PSY 313, Developmental Psychology	4
Total	**39**

B.S. Public Health w/Specialization in Pre-Nursing in Public Health total credits   103

EXHIBIT D

BASIC SKILLS REQUIREMENT

All students must satisfy the following requirements in basic academic and intellectual skills:

a. UNIV 101, General Education Colloquium (1), or MUS 104, Introduction to Musical Studies (3). Only required of students who enter Central with fewer than 45 credits.

b. ENG 101 (4) and ENG 102 (4). A grade of C- or better is required in ENG 101 before ENG 102 may be taken.

c. either MATH 101 (5), MATH 153 (5), MATH 154 (5), MATH 164 (5), MATH 170 (5), or MATH 172 (5);

d. either MATH 102 (5), MATH 130 (5), PHIL 201 (5), or CS 105 (4);

e. one year of college or University study of a single foreign language or two years of high school study of a single foreign language. Courses used to satisfy this foreign language basic skills requirements may not be used to satisfy the Philosophies and Cultures of the World breadth requirement;

f. either CS 101 Computer Basics (4) or IT 101 Computer Applications (3)

CENTRAL WASHINGTON UNIVERSITY
FACULTY SENATE

REGULAR MEETING
Wednesday, February 8, 2006, 3:10 p.m.
BARGE 412
AGENDA (Revised)

I. **ROLL CALL**

II. **CHANGES TO AND APPROVAL OF AGENDA**

III. **MOTION NO. 05-56: APPROVAL OF MINUTES** of January 18, 2006

IV. **COMMUNICATIONS**

V. **PRESIDENT'S REPORT**

VI. **FACULTY ISSUES**

VII. **OLD BUSINESS**
Motion No. 05-53 #7(Tabled 1/18/06): "Additions and changes to Curriculum Policy Manual section 5-10 as outlined in Exhibit A."

VIII. **REPORTS/ACTION ITEMS** *(25 Minutes)*

SENATE COMMITTEES:

Executive Committee:
Motion No. 05-57: "Ratification of Kirk Johnson, Sociology, to the Personnel Committee with the term ending June 14, 2008."

Academic Affairs Committee:
Motion No. 05-58: "That the Policy Manual Academic Affairs be amended as shown in Exhibit B."

Budget Committee:

Code Committee:

Curriculum Committee:
Motion No. 05-59: "Recommendation to accept a new specialization in Pre-Nursing in Public Health as outlined in Exhibit C."

Development and Appropriations:

General Education:
Motion No. 05-60: "General Education Committee recommendation to add MATH 102 to the "Basic Skills Requirement" as outlined in Exhibit C. (Cf. General Education program, p. 37-38, CWU catalog)."

Personnel Committee:

Public Affairs Comm/Council of Faculty Reps/Faculty Legislative Representative:

Exhibit A

7.   Revision of the approval process for International Study courses. *The courses offered through study abroad will be placed into INTL categories (e.g. INTL 310 Agriculture) with variable topics. The courses will not be accepted into specific majors unless the student petitions the department for a substitution. The approval for the topics will be in the OISP office. The courses will appear on the students' transcripts as INTL courses.* (Section 5-10.5.15.4)

5-10.5.15.3   Criteria.

Recognizing the unique and diverse nature of international study, university-sponsored programs abroad will meet the same academic criteria as would be required of similar programs on the home campus.

a.   When credit is granted, the student's admission status will conform to the specific requirements of the rRegistrar's oOffice.

b.   The teaching staff will consist of academic professionals who meet the standards for similar programs on the campus.

c.   The course offerings will meet equivalent standards and conditions as those offered on the campus.

d.   Courses with INTL, FNST or MFST prefixes are not offered on campus and are available only in conjunction with iInternational pPrograms, and fForeign lLanguages or mMusic dDepartments. Credit to be given depends upon the evaluation made by the office of iInternational sStudies and pPrograms.

e.   Travel programs per se or commercially sponsored "Travel Study" programs will not be granted credit.

5-10.5.15.4   Process.

Approval of ~~foreign~~ international studies courses.

a.   ~~Each course is pre-approved by one or more CWU departments and submitted on the seminar, special topics, workshop form and follows the normal curriculum process for course additions.~~

b.   ~~A copy of the department's pre-approval is attached to each curriculum form.~~

c.   ~~Each department's recommendation for the level of the course is placed on the curriculum form.~~

d.   ~~The foreign institution's name and course number are replaced by the CWU name and course number which is attached on the syllabus.~~

e.   ~~The curriculum form is submitted for signatures.~~

f.   ~~A statement from international studies and programs verifying review of learner outcomes and an assessment plan is attached.~~

a.   A new course form will be submitted to the FSCC as a variable topic course with a specific subject title. The new course form is approved by the office of international studies and the registrar's office before

submission to the FSCC.

b. Each sub-title falling into that specific subject may change quarterly and the office of international studies notifies the registrar's office of the course name.

c. The INTL courses will transfer into CWU as a general elective with the INTL prefix. To receive equivalency credit for an existing course, a student must petition a department for a substitution in their major.

d. International studies and programs courses that are approved CWU faculty-led courses may offer credit through individual academic departments and follow the same approval process as a special topic, seminar, or workshop. These courses are pre-approved by the specific department. (See section 5-10.5.9)

A New Mechanism to Transcript Study Abroad Credit: INTL Courses

Background

In the past, CWU has granted credit for study abroad participation in two ways: as CWU credit (Special Topics or FNST classes) or as transfer credit from an overseas institution. The first approach has been used for programs run by CWU faculty and for programs where CWU is obligated to provide credit as part of our institutional participation in the program.

The majority of programs, where students enroll directly at an accredited university abroad, grant transfer credit for work completed. In Safari, credit evaluators determine which classes count as upper and lower division credit and enter data for each class in the system. This information is for internal use only; what is visible on the CWU transcript is a notation like the following:

```
- - - - -    Transfer Credits    - - - - -

Transfer Credit from Univ of Hull
Applied Toward Undergraduate Program
Transfer Credits Earned:    18.00
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This method of recording credit is problematic in that students who participate in approved CWU overseas programs have no official record of their academic work abroad. Issuance of a second international transcript is impossible in some countries, leaving students planning on graduate school without an official record of their overseas work. CWU appears to be the only public institution in Washington or Oregon that does not transcript courses for all study abroad programs.

Beginning fall 2006, Registrar Services will begin including grades for overseas classes into gpa calculations. The same quarter, they plan to begin transcripting all overseas coursework along with credits and grades earned. The proposed method for recording these credits is a new course designator, INTL. The purpose of this document is to explain the proposed process for its use and clarify the scope and limitations of INTL courses.

Recording credit for study abroad using INTL

All transfer credit is evaluated by Credit Evaluators in Registrar Services. With INTL in place, this will continue to be the case. Upon receipt of an international transcript, Study Abroad & Exchange Programs will forward the original to Degree Checkout for credit evaluation. Consistent with current practices, the designated Credit Evaluator will then determine the total number of credits earned abroad and which courses count as upper and lower division credit. The credit evaluator will then use the appropriate INTL course number to indicate upper/lower division credit on the CWU transcript and list the host institution's course title along with the number of quarter credits earned and the grade for the course.

In programs where CWU credit must be provided as a condition of consortial membership, Special Topics which have previously been approved through CWU departments will also be approved as INTL courses (298, 398, 498).

Scope and limitations of INTL credit

INTL as a designator is intended primarily as a mechanism to allow overseas credit to be recorded on the CWU transcript. Use of INTL courses guarantees to student participants that they will have a permanent record of courses taken and credits and grades earned abroad, and that these credits will be counted toward the overall number of credits students must earn to graduate. Grades will also count toward the cumulative gpa at CWU.

However, creation of INTL courses in no way obligates individual academic departments to accept credit earned abroad as substitutions for major or minor coursework. Study abroad participants must seek approval for individual course substitutions under the current system, which are authorized by Department Chairs, or in some cases, Deans. This approval process will still be necessary as INTL courses are not courses of any individual academic department, and therefore are not automatically guaranteed credit in particular academic areas. This process is explained to students prior to departure for their programs. In addition, should an academic department wish to override the upper/lower division designation attributed to coursework by the Credit Evaluator, the Chair may authorize such a change to Degree Checkout.

Proposed INTL course numbers

Course numbers	Course topic	Credit
110, 210, 310, 410	Agriculture	1-12
115, 215, 315, 415	Business or Management	1-12
120, 220, 320, 420	Education	1-12
125, 225, 325, 425	Engineering	1-12
130, 230, 330, 430	Fine or Applied Arts	1-12
135, 235, 335, 435	Foreign Languages	1-12
140, 240, 340, 440	Health Sciences	1-12
145, 245, 345, 445	Humanities	1-12
150, 250, 350, 450	Law	1-12
155, 255, 355, 455	Math or Computer Sciences	1-12
160, 260, 360, 460	Physical or Life Sciences	1-12
165, 265, 365, 465	Social Sciences	1-12
290	Cooperative Education	1-5
490	Cooperative Education	1-12
198, 298, 398, 498	Special Topics	1-6

Exhibit B

5-9.4.14   Grading Policies and Regulations

   5-9.4.14.1   "Grade points" are assigned to each grade as follows (see 5-9.4.14.3 below):

Grade	Grade Points per Credit
A	4.0
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C	2.0
C-	1.7
D+	1.3
D	1.0
D-	0.7
F	0.0

   5-9.4.14.2   No "grade points" are assigned for the following symbols (see 5-9.4.14.3 below):

CR	Credit (see 5-9.4.16)
NC	No Credit (see 5-9.4.16)
S	Satisfactory (see 5-9.4.17)
U	Unsatisfactory (see 5-9.4.17)
AU	Audit (see 5-9.4.8)
W	~~Indicates a c~~ Complete withdrawal from the university. (see 5-9.4.12)
+W	~~Indicates an u~~ Uncontested withdrawal from a course. (see 5-9.4.10)
HW	~~Indicates a h~~ Hardship withdrawal from a course. (see 5-9.4.11)
I	Incomplete ~~— an "I", when recorded, is not a qualitative grade. Rather, it means that a student was not able to complete the course by the end of the term but had satisfactorily completed a sufficient portion of it and can be expected to finish without having to re-enroll in it. To earn a grade, course work must be completed as prescribed by the instructor on forms filed in the appropriate department office. If it is not completed within one calendar year, the "I" will automatically be changed to an "F".~~ (see 5-9.4.24)
IP	In Progress ~~— A grade is issued when the course is completed. "IP" is used primarily for graduate thesis, project study and organization development courses.~~ (see 5-9.4.25)
~~Z~~	~~Undergraduate in Progress. A grade is issued when the course is completed. Z is used for special circumstances in Flight Technology and International Studies. If not completed in one calendar year, the "Z" will automatically be changed to INC.~~

INC ~~Incomplete extended beyond normal limit. Frozen upon~~
~~program completion.~~

NR   No grade reported. (see 5-9.4.26)

NS   No show. ~~No evidence that the student has ever~~
~~attended class.~~ (see 5-9.4.27)

5-9.4.14.3   All grades are frozen upon award of degree.

5-9.4.14.4   Financial Aid may be affected by certain grades and/or grading symbols. It is incumbent upon students to be aware of the impact of all grades on their Financial Aid. Financial Aid information policies are available from the Financial Aid Office.

5-9-4.14.4̶5   Grading policy is the responsibility of individual instructors as long as students are notified of that policy at the outset of a course and the policy is applied consistently within a course.

5-9.4.14.5̶6   Departments may establish grading standards and policies which guide the grading by individual instructors. Any such policy must be course-specific and not instructor-specific, must be applied uniformly for all sections of the course, and must be in existence prior to the first day of instruction of the quarter in which the course is offered.

5-9.4.24   Incompletes

5-9.4.24.1   An "I" ~~means~~ is used when the student was not able to complete the course by the end of the term, but has satisfactorily completed a sufficient portion of it and can be expected to finish without having to re-enroll in it.

5-9.4.24.2 ~~Incomplete procedures and Report of Incomplete (ROI) forms are~~
~~available from the department offices as well as from the~~
~~R~~registrar's office.

5-9.4.24.2   The instructor must submit a grade of "I" on the Safari roster, must fill in the Comment field (under Incomplete Detail), stating what a student must do to complete a course, and set a specific date up to one calendar year for the completion of the course work. The instructor may not alter the Lapse to Grade field.

5-9.4.24.2.1   If faculty are unable to enter grades on Safari, Incomplete procedures and Report of Incomplete (ROI) forms are still available from the department offices as well as from the Registrar's office.

5-9.4.24.3 ~~All incomplete work must be completed in no longer than one (1)~~
~~calendar year from the last day of the quarter in which the "I" was~~
~~received.~~

5-9.4.24.3   The Registrar's office will send notification of Incomplete to the student, based on the information in the Comment field or the information provided on the ROI, if the instructor did not enter the "I" directly on Safari.

5-9.4.24.4 ~~Sin addition to recording a grade of "I" on the grade roster, the instructor must fill out a ROI form, stating what a student must do to complete the course, and setting a specific date up to one calendar year for the completion of the course work.~~

5-9.4.24.4 If the work is not completed within one(1) calendar year from the last day of the quarter in which the "I" was received, the Registrar will automatically convert the "I" to an "F". The instructor may request an extension from the Registrar.

5-9.4.24.5 ~~The instructor must retain one copy of the four part ROI form for his or her own files and give one copy to the appropriate department where it will be kept on file. Departmental personnel will send two copies to the registrar's office. The Registrar's office will send one of the copies of the ROI form to the student.~~

5-9.4.24.6 ~~If the instructor does not fill out the form completely, including setting a completion date, the Registrar will return the form to the appropriate department chair. The department chair is responsible for contacting the instructor and insuring that the instructor completes the form and returns it to the Registrar's office.~~

5-9.4.24.~~7~~5 It is the student's responsibility to contact the professor and make arrangements to complete the course.

5-9.4.24.~~8~~6 To earn a grade, a student must complete the work for the course as prescribed by the instructor by the indicated date on the ~~ROI form~~ Lapse Deadline.

5-9.4.24.~~9~~7 If a student satisfactorily completes the prescribed work within the indicated period, the instructor must file a Change of Grade form by the end of the quarter in which the work was completed.

5-9.4.24.10 ~~If the work is not completed, the Registrar's office will automatically convert the "I" to an "F."~~

5-9.4.24.~~11~~8 Students may not re-register for a course in which they receive a grade of incomplete.

5-9.4.25 In Progress (IP)

5-9.4.25.1 For undergraduate students, "IP" is used when the student was not able to be evaluated by the end of the term, usually because instruction is not yet completed. "IP" is used for special circumstances within programs such as Flight Technology, International Studies and Cooperative Education.

5-9.4.25.2 For graduate students, "IP" is used for thesis, project study and organization development courses that normally extend beyond a single term.

5-9.4.25.3 All uses of the "IP" grade must be submitted to and approved by the Registrar.

5-9.4.25.4 A letter grade is issued when the course is completed and recorded by the Registrar, upon receipt of the Change of Grade form submitted by the instructor.

5-9.4.25.5 If a grade is not submitted to the Registrar within one calendar year the "IP" will automatically be changed to "F" by the Registrar. The instructor may request an extension from the Registrar.

5-9.4.26   No Grade Reported (NR)
   5-9.4.26.1   "NR" is used when no grade has been reported to the Registrar by the instructor.
   5-9.4.26.2   "NR" is issued by the Registrar.
   5-9.4.26.3   "NR" will remain on record until the Registrar, working with the instructor, department chair and/or dean, will determine, when possible, an appropriate grade change.

5-9.4.27   No Show (NS)
   5-9.4.27.1   "NS" is only used when the student has never attended a single class. If the student has attended even one class, a "NS" may not be issued.
   5-9.4.27.2   "NS" is submitted by the instructor any time after the Change of Schedule deadline and must be approved by the Registrar.

Renumber 5-9.4.25 Course Challenge to 5-9.4.28
Renumber 5-9.4.26 Course Substitutions to 5-9.4.29
Renumber 5-9.4.27 Scholastic Standards to 5-9.4.30
Renumber 5-9.4.28 Academic Forgiveness to 5-9.4.31
Renumber 5-9.4.29 Class Attendance & Participation to 5-9.4.32
Renumber 5-9.4.30 Syllabi to 5-9.4.33
Renumber 5-9.4.31 Athletic Participation to 5-9.4.34
Renumber 5-9.4.32 Academic Appeal to 5-9.4.35
Renumber 5-9.4.33 Required Participation in Assessment Activities to 5-9.4.36

Rationale: Changes are in response to (1) the request by the Registrar to clarify, in particular, the precise use of the former "Z" grade; (2) the need to clearly describe grading symbols, in particular "NR", "NS" and "IP"; (3) the need to provide policy and language that more accurately reflects current capabilities resulting from the adoption of Safari; and (4) the need to provide consistency in grading symbol language.

EXHIBIT C

NEW SPECIALIZATION

The department reorganized this program. Renamed the Community Health major to Public Health and has listed common courses for the specializations. The Pre-Nursing is the only new specialization.

Bachelor of Science Public Health with a Specialization in Pre-Nursing in Public Health

Public Health is a dynamic and diverse major that offers many employment options. Employing agencies include, but are not limited to, governmental health departments, hospitals, clinics, non-profit health agencies, voluntary health agencies, international health programs, corporations, consulting firms, youth or school-based health programs, wellness clubs/clinics, and healthcare delivery programs. Students MUST choose to specialize in either Community Health Education or Pre-Nursing in Public Health.
Special requirements other than departmental: HED 230 must be taken prior to HED 422. HED 230 and HED 410 must be taken prior to HED 475.

Required Major Core Courses:

HED 210, Drugs and Health	3	
HED 230, Foundations of Health Education	3	
HED 317, International Health	3	*new course*
HED 320, Environmental Health Education	3	*new course*
HED 330, Health Assessment	4	
HED 370, Current Trends in Health Education	3	
HED 387, Principles of Fitness and Stress Management	3	
HED 410, Community Health	3	
HED 422, Methods of Health Promotion	4	
HED 445, Health Education Professionalism	1	
HED 450, Community Organization and Coalition Development	3	*new course*
HED 471, Planning I	5	
HED 472, Planning II	5	
HED 473, Community Health Administration	3	*new course*
HED 475, Program Evaluation in HED	3	
HED 490, Cooperative Education Field Experience	10	
FCSN 245, Basic Nutrition	5	
Total	**64**	

Specialization: Pre-Nursing in Public Health

The Pre-Nursing in Public Health specialization prepares students to meet entrance requirements to BSN programs throughout Washington State. Armed with leading edge scientific knowledge and liberal arts content, the Pre-Nursing in Public Health specialization allows future professionals to enter nursing school with a solid background in public health theory and practice.

Pre-requisites for admission to nursing school that meet General Education requirements for pre-nursing track: SOC 101or 107 or 205, PSY 101, CHEM 111 and CHEM 111Lab.

CHEM 112, Introduction to Organic Chemistry	4
CHEM 112 Lab, Chemistry Lab	1
CHEM 113, Introduction to Bio-Chemistry	4
CHEM 113 Lab, Chemistry Lab	1
BIOL 220, Introductions to Cellular Biology	5
BIOL 355, Human Anatomy and Physiology	5
BIOL 356, Human Anatomy Physiology	5
BIOL 322, Introductory Microbiology	5
MATH 311, Statistical Concepts and Methods	5
PSY 313, Developmental Psychology	4
Total	**39**

B.S. Public Health w/Specialization in Pre-Nursing in Public Health total credits   103

CHAIR: *(15 Minutes)*
CHAIR-ELECT: *(5 Minutes)*
PROVOST: *(10 Minutes)*
STUDENT REPORT: *(5 Minutes)*

IX.   **NEW BUSINESS**
X.   **ADJOURNMENT**

NEXT REGULAR SENATE MEETING: March 1, 2006   *BARGE 412*

EXHIBIT D

BASIC SKILLS REQUIREMENT

All students must satisfy the following requirements in basic academic and intellectual skills:

a.   UNIV 101, General Education Colloquium (1), or MUS 104, Introduction to Musical Studies (3). Only required of students who enter Central with fewer than 45 credits.

b.   ENG 101 (4) and ENG 102 (4). A grade of C- or better is required in ENG 101 before ENG 102 may be taken.

c.   either MATH 101 (5), MATH 153 (5), MATH 154 (5), MATH 164 (5), MATH 170 (5), or MATH 172 (5);

d.   either MATH 102 (5), MATH 130 (5), PHIL 201 (5), or CS 105 (4);

e.   one year of college or University study of a single foreign language or two years of high school study of a single foreign language. Courses used to satisfy this foreign language basic skills requirements may not be used to satisfy the Philosophies and Cultures of the World breadth requirement;

f.   either CS 101 Computer Basics (4) or IT 101 Computer Applications (3)

EXHIBIT D

BASIC SKILLS REQUIREMENT

All students must satisfy the following requirements in basic academic and intellectual skills:

a. UNIV 101, General Education Colloquium (1), or MUS 104, Introduction to Musical Studies (3). Only required of students who enter Central with fewer than 45 credits.

b. ENG 101 (4) and ENG 102 (4). A grade of C- or better is required in ENG 101 before ENG 102 may be taken.

c. either MATH 101 (5), MATH 153 (5), MATH 154 (5), MATH 164 (5), MATH 170 (5), or MATH 172 (5);

d. either MATH 102 (5), MATH 130 (5), PHIL 201 (5), or CS 105 (4);

e. one year of college or University study of a single foreign language or two years of high school study of a single foreign language. Courses used to satisfy this foreign language basic skills requirements may not be used to satisfy the Philosophies and Cultures of the World breadth requirement;

f. either CS 101 Computer Basics (4) or IT 101 Computer Applications (3)

registrar block @ 75 credit to make sure they have basic skills so either 105 & 130 a second block.

CENTRAL WASHINGTON UNIVERSITY
FACULTY SENATE

REGULAR MEETING
Wednesday, January 18, 2006, 3:10 p.m.
BARGE 412
Draft MINUTES

ROLL CALL:
Senators: All senators or their alternates were present except: Lt. Col. John Bryant, Terry DeVietti, Anthony Diaz, David Laman, John Strasser, Allen Sullivan, Nancy Wessel
Visitors: Ethan Bergman

CHANGES TO AND APPROVAL OF AGENDA (Approved)

Motion No. 05-56(Approved): Was moved to congratulate and support President McIntyre as Kittitas Person of Year.

MOTION NO. 05-50(Approved): APPROVAL OF MINUTES of November 30, 2005

COMMUNICATIONS - None

FACULTY ISSUES: Chair-Elect Cant talked about the future of the Faculty Code, assuming the contract is ratified.

PRESENTATION - Ethan Bergman – Faculty Athletic Representative: Dr. Bergman is the liaison between the student athlete and administration. Part of what Dr. Bergman does as Faculty Athletic Representative is to make sure that student athletes are treated correctly and that the rules are followed. If faculty have issues with a student athlete, please contact Dr. Bergman and he can help provide support. Dr. Bergman provided handouts that are available for review in the Faculty Senate Office.

OLD BUSINESS – Toni Čuljak asked about the status of the final exam week policy. The policy that was passed by the Faculty Senate was rejected by the Academic Affairs Council last year and was sent back to the Senate for re-examination. A charge has been sent to the Faculty Senate Academic Affairs Committee asking them to present a new policy to the Senate.

REPORTS/ACTION ITEMS

SENATE COMMITTEES:

Academic Affairs Committee: No report.

Budget Committee: No report.

Code Committee: The Code Committee has been working on what the Code might look like once there is a contract ratified, but couldn't come up with a final version without the collective bargaining agreement.

Curriculum Committee:

Motion No. 05-51(Approved): "Recommendation to accept new program Bachelor of Arts – Film & Video Studies with specializations in Critical Studies and Production as outlined in Exhibit A."

Motion No. 05-52(Approved): "Recommendation to accept new minor programs - Visual Literacy Minor (Film & Video Studies) and Critical Studies Minor (Film & Video Studies) as outlined in Exhibit B."

Motion No. 05-53(Motion 05-55 severed this motion into separate motions): "Additions and changes to Curriculum Policy Manual section 5-10 as outlined in Exhibit C."

Motion No. 05-55 (Approved): Moved to sever Motion 05-53.

Motion No. 05-53a (Approved): General Housekeeping: Capitalization, titles, removal of "Curriculum Policies Manual" and addition of "CWU Policies manual."

Motion No. 05-53b (Approved): Addition of Higher Education Coordinating Board new policy for addition of new programs, existing programs to be offered at new locations, and program planning. (Section 5-10.1.9, 5-10.3.4, 5-10.10)

Motion No. 05-53c (Approved): Addition of Emergency Approval Process

Motion No. 05-53d (Approved): Addition of statement from MWCCU accreditation handbook for credit allocation to courses.

Motion No. 05-53e (Approved): Removal of reference to International Studies and Programs special topics ("I" designation) not expiring. (Section)

Motion No. 05-53f (Approved): Addition of expiration date for Professional Development (500) courses).

Motion No. 05-53g (Tabled until 2/8/06): Revision of the approval process for International Study courses.

Motion No. 05-53h (Approved): Removal of "Option" as an undergraduate degree.

Motion No. 05-53i (Approved): Addition of new HECB curriculum forms under Section 5-10.11.

Motion No. 05-53j (Approved): Incorporation of new guidelines for writing catalog copy.

Development and Appropriations: No report

General Education:
Motion No. 05-54(Approved): "General Education Committee recommendation to change Humanities 150 to Film & Video Studies 250 - Introduction to Film and Video Studies (4) to be added to "The Aesthetic Experience" as a general education course for the Literature and the Humanities breadth area, as outlined in Exhibit D. The course will receive a W designation. (Cf. General Education program, p. 37-38, CWU catalog)."

Personnel Committee: No report

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

CHAIR: No report

CHAIR-ELECT: Chair-Elect Cant spoke about the future of the Faculty Code and of Faculty Senate. The Executive Committee has been discussing this matter and welcomes feedback from Senators.

PRESIDENT: President McIntyre indicated her appreciation to both sides of the bargaining team for their time and effort in creating the tentative agreement. The administration is committed to shared governance and the importance of Faculty Senate in that process. She is currently in the midst of legislative hearings and meetings. She will be meeting with legislators in Olympia next week. Martin Luther King III will be speaking next week in Lynnwood and Step Africa will be on campus.

PROVOST: Provost has been spending a lot of time in Olympia this year. He has received a lot of good input on the Academic Affairs Strategic Plan from the college faculty day. There will be a discussion of the draft document at the Board of Trustees Academic Affairs meeting on February 3rd. The discussion on the One Book, One Campus book selection is beginning for 2006-07 & 2007-08 academic years. Provost will be sending out the call for selection title in the next couple of weeks.

STUDENT REPORT: No report

NEW BUSINESS - None

Meeting adjourned at 4:44 p.m.

Exhibit A

NEW DEGREE PROGRAM

Bachelor of Arts
Film & Video Studies with specializations in Critical Studies and Production

Film and Video Studies program is an innovative, interdisciplinary, undergraduate program leading to a Bachelor of Arts in Film and Video Studies. Students complete a sequence of core courses and chose a specialization in either Critical Studies or Production. Students may choose to complete both specializations; but may count only the core requirements toward both specializations. A Film and Video Studies specialization can be selected by students using the normal major declaration process and with assistance from a faculty advisor. Any student with a minimum grade point average of 2.4 may be admitted to this program.

Film and Video Studies Core

COM 201	Introduction to Mass Media	4
COM 321	Visual Communication	4
COM 330	Media Aesthetics	3
FVS 250(W)	Introduction to Film and Video Studies	5
ENG 344	Film Theory and Criticism	4
	Total	20

Critical Studies Specialization:

The Critical Studies specialization explores the history, theory, and criticism of film and television. Students explore not only the meanings of these texts but also the processes by which these meanings are constructed. Students examine the role of the moving image in representing and influencing significant social, cultural, and ideological changes in American and the world and develop the skills to analyze American and international film, television, and new media technologies from formal, aesthetic, historical perspectives.

Critical Studies Specialization Course of Study

Film & Video Studies Core		20
COM/ENG 353	The History of Narrative Film	4
COM/ENG 354	The History of Television	4
ENG 461	Studies in Race, Ethnicity, and Culture in American Film and Television	4
ENG 462	Studies in Film and/or Television Genres	5
ENG 463	Studies in the Film Auteur	5
FVS 489 Senior Colloquium		2
Select one International Cinema course:		4

ENG 360	World Cinema (4)
CHIN 461	Chinese Cinema (4)
FR 460	French Cinema (4)
GERM 464	German Cinema (4)
JAPN 462	Japanese Cinema (4)
RUSS 463	Russian Cinema (4)
SPAN 446	Hispanic Cinema (4)

Elective Courses in Critical Studies:		27

CHIN 461	Chinese Cinema (4)
COM 341	Introduction to Television Field Production (4)

COM/ENG 355 The History of Documentary (4)
COM/SOC 369 Mass Media and Society (3)
COM 452   Applied Video Production (1-2)
COM 469   Media and Cultural Studies (4)
ENG 316   Narrative Screenwriting (4)
ENG 416   Advanced Screenwriting for Film and Television (4)
FR 460   French Cinema (4)
FVS 490   Cooperative Education (1-12)
FVS 491   Workshop (1-6)
FVS 492   Practicum (2)
FVS 496   Individual Study (1-6)
FVS 498   Special Topics (1-6)
FVS 499   Seminar (4)
GERM 464   German Cinema (4)
JAPN 462   Japanese Cinema. (4)
PHIL 402   Ethics and Film (5)
POSC 441   Politics and Film (5)
RUSS 463   Russian Cinema (4)
RELS 402   Religion and Film (5)
SPAN 446   Hispanic Cinema (4)
TH 166   Theory of Play Production (3)
Students may repeat the following variable topic courses with different topics:

ENG 461   Studies in Race, Ethnicity, and Culture in
             American Film and Television (4)
ENG 462   Studies in Film and/or Television Genres (5)
ENG 463   Studies in the Film Auteur (5)

Critical Studies Specialization Total   75

Production Specialization

The Production Specialization builds specific skills in media production from a strong foundation of general knowledge of film and television. Students choose from a range of courses, both introductory and advanced, in all aspects of mediated storytelling, from writing and producing to directing, cinematography and editing. To help students prepare for future employment or graduate film school, all students are strongly encouraged to pursue practical experience through FVS 490: Cooperative Education and FVS 492: Practicum.

Production Specialization Course of Study:

Film & Video Studies Core		20
COM 322	Introduction to TV Studio Production	4
COM 341	Introduction to TV Field Production	4
COM 346	Production Management for Film & Video	4
FVS 489	Senior Colloquium	2
Select one of the following		4
COM 208	Writing Across the Media (4)	
ENG 212	Fiction Writing (4)	
Select one of the following		4
COM 309	Broadcast Advertising & Scriptwriting (4)	
COM 310	Broadcast News Writing (4)	
ENG 316	Narrative Screenwriting (4)	
Select one of the following		4
COM 422	Adv. TV Studio Production (4)	
COM 440	Corporate Media Production (4)	

COM 441	Documentary Production (4)	
Select one of the following		4
COM/ENG 353	The History of Narrative Film (4)	
COM/ENG 354	The History of Television (4)	
COM/ENG 355	The History of Documentary (4)	
Select six credits from the following		6
COM 452	Applied Video Production (1-2)	
FVS 490	Cooperative Education (1-12)	
FVS 492	Practicum (2)	
Elective Courses in Production		19

Courses above not used to satisfy a requirement may be used as elective credits.

COM 382	History of American Journalism (4)
COM 432	Directing TV & Film (4)
COM 460	Communication Law (4)
COM/SOC 369	Mass Media and Society (4)
COM 469	Media and Cultural Studies (4)
ENG 416	Advanced Screenwriting for Film & Television (4)
ENG 461	Studies in Race, Ethnicity, & Culture in American Film and Television (4)
ENG 462	Studies in Film and/or Television Genres (5)
ENG 463	Studies in the Film Auteur (5)
FVS 491	Workshop (1-6)
FVS 496	Individual Study (1-6)
FVS 498	Special Topics (1-6)
FVS 499	Seminar (4)
PHIL 402	Ethics and Film (5)
TH 166	Theory of Play Production (3)
TH 268	Lighting Technology (2)
TH 356	Theatre Sound (3)
TH 368	Stage Lighting (3)
TH 475	Acting for Film and Television (3)

Production Specialization Total: **75**

Anticipated Enrollments

Year	1	2	3	4	5
Headcount*	30	50	60	70	80
FTE*	30	50	60	70	80
Program Graduates	5	20	20	25	25

* In calculating the number of students expected to enroll in the Film and Video Studies program, only students in the major specializations are included. If those expected to enroll in and complete the minors are included, these numbers would be raised by twenty to thirty percent.

Exhibit B

NEW MINOR

Visual Literacy Minor (Film & Video Studies)

Course of Study:

COM 201 Introduction to Mass Media	4
COM 321 Visual Communication	4
COM 429 Classroom Communication	5
FVS 250(W) Introduction to Film and Video Studies	5
ENG 424 Teaching Reading and Viewing in High School	4

Select one of   3-4
ANTH/COM 351 Visual Anthropology (4)
COM 330 Media Aesthetics (3)

Select one of the following   4
COM 369 Mass Media and Society (4)
ENG 344 Film Theory and Criticism (4)

Select four credits from the following   4
COM 341 Introduction to TV Field Production (4)
COM 452 Applied Video Production (1-2)

FVS 489 Senior Colloquium   2

        Total   **35-36**

Critical Studies Minor (Film & Video Studies)

Course of Study:

COM 201 Introduction to Mass Media	4
COM 321 Visual Communication	4
COM 330 Media Aesthetics	3
ENG 344 Film Theory and Criticism	4
ENG 461 Studies in Race, Ethnicity, & Culture in American Film & Television	4
FVS 250(W) Introduction to Film and Video Studies	5

Select one of the following   4
COM/ENG 353 The History of Narrative Film (4)
COM/ENG 354 The History of Television (4)

Select one of the following   5
ENG 462 Studies in Film or Television Genres (5)
ENG 463 Studies in the Film Auteur (5)

FVS 489 Senior Colloquium   2

        Total   **35**

Exhibit C

CWU POLICY SECTION 5-10 CHANGES (Entire Section available upon request)

1. General Housekeeping: Capitalization, titles, removal of "Curriculum Policies Manual" and addition of "CWU Policies manual"

2. Addition of Higher Education Coordinating Board new policy for addition of new programs, existing programs to be offered at new locations, and program planning. (Section 5-10.1.9, 5-10.3.4, 5-10.10)

3. Addition of Emergency Approval Process. *Approved by the Faculty Senate in 2004-05.* (Section 5-10.4.7)

   A curriculum proposal received during the summer for fall quarter that has been approved by the appropriate agencies (e.g., CTL, graduate studies, international studies, etc.) AND does not affect any major, minor, specialization, certificate or general education AND has an explanation of the need for an emergency approval, will be considered by the FSCC. The members of the FSCC will receive email notification from the provost's office and a hard copy of the proposal via campus mail. Available committee members will review the proposal and return a vote to approve or disapprove to the provost's office. A minimum of three votes must be received. If the proposal is approved notification will be sent to the department and registrar services.

4. Addition of statement from NWCCU accreditation handbook for credit allocation to courses. (Section 5-10.5.7)

   Credit Allocation to Courses. The NWCCU Accreditation Handbook, 2003 edition, states "one unit for three hours of student work per week (e.g. one hour of lecture and two of study or three of laboratory) for ten weeks a quarter..... A full-time undergraduate student program is usually about 15 units but not less than 12;..." ~~See Section (7.20) of the Faculty Senate Code.~~

5. Removal of reference to International Studies and Programs special topics ("I" designation) not expiring. *These courses will follow the same procedure as other CWU special topics, workshops, and seminars and expire in three years.* (Section 5-10.5.9.3)

   Time Restriction. Courses offered as (-91), (-98) and (-99) are temporary offerings. These numbers are used to describe courses offered on an experimental basis, for topical issues, and for niche markets. Upon approval, the course may be offered for a period of three years. Any subsequent offering must be curriculum process. Courses offered as a UNIV -97, are also temporary offerings. These courses as a regular course (numbered 10 to 89), submitted and approved through the established are offered for only one quarter and must be resubmitted if offered again. The provost's office will notify all departments quarterly of expiring special topics, seminars, or workshops.

   ~~Special topics or seminars with an "I" designation after the number represent international program courses and will not expire. The office of international studies and programs shall review these courses quarterly to determine which courses will be deleted. The list of courses to be deleted will be sent to the provost's office. These courses must include a cover sheet verifying that learner outcomes have been reviewed by the office of international studies and programs.~~

6.   Addition of expiration date for Professional Development (500) courses. *These courses did not have an expiration date and been on the system for years.* (Section 5-10.5.11.3)

> Restriction. Upon approval, the course may be offered for a period of five years. There is no limit on the number of times such a course may be offered during the five year period. After the five year period, the course must be resubmitted. ~~However, these courses should be reviewed quarterly and deleted if the content is no longer applicable.~~ The office of continuing education will notify the appropriate department annually of expiring professional development courses.

7.   Revision of the approval process for International Study courses. *The courses offered through study abroad will be placed into INTL categories (e.g. INTL 310 Agriculture) with variable topics. The courses will not be accepted into specific majors unless the student petitions the department for a substitution. The approval for the topics will be in the OISP office. The courses will appear on the students' transcripts as INTL courses.* (Section 5-10.5.15.4)

> Process. Approval of foreign studies courses.
> a. Each course is pre-approved by one or more CWU departments and submitted on the seminar, special topics, workshop form and follows the normal curriculum process for course additions.
> b. A copy of the department's pre-approval is attached to each curriculum form.
> c. Each department's recommendation for the level of the course is placed on the curriculum form.
> d. The foreign institution's name and course number are replaced by the CWU name and course number which is attached on the syllabus.
> e. The curriculum form is submitted for signatures.
> f. A statement from international studies and programs verifying review of learner outcomes and an assessment plan is attached

8.   Removal of "Option" as an undergraduate degree. (Section 5-10.6.2.7)

> ~~Option. Other bachelor's degrees may be offered where extended professional instruction is shown to be necessary to qualify students to engage in specific professional or occupational fields for which neither the Bachelor of Arts nor the Bachelor of Science designation is appropriate. No more than 110 credits beyond the general education requirements may be specified in a program for such degrees. Although all of these credits may be in one department, programs of large size should draw as widely as possible from the resources of other departments.~~

9.   Addition of new HECB curriculum forms. (Section 5-10.11)

10.   Incorporation of new guidelines for writing catalog copy. (Section 5-10.12)

> The approved format for catalog narratives can be found in the curriculum forms located at www.cwu.edu/~senate.

Exhibit D

Breadth Requirement

I.   Arts and Humanties

The Aesthetic Experience.
ART 101   Introduction to Western Art (5)
ART 102   Introduction to Non-Western Art (5)
FVS 250(W) Introduction to Film and Video Studies (4)
MUS 101   History of Jazz (5)
MUS 102   Introduction to Music (5)
PED 161   Cultural History of Dance (4)
TH 101   Appreciation of Theatre and Film (4)
TH 107(W)   Introduction to Theatre (4)
TH 382(W)   Ethnic Drama (4)

SENATORS	ALTERNATES
BELLAH, George	ROBINSON, Scott
✓ BRADLEY, Joseph	HOLTFRETER, Robert
BRAUNSTEIN, Lori	KLEMIN, Wayne
✓ BRITTO, Sarah	ROBERTS, Jim
✓ BRYANT, Lt. Col John	MILLER, Cpt. Joshua
✓ CALAHAN, Scott	ONCINA, Carlos
✓ CANNCASCIATO, Daniel	✓ JORGENSEN, Jan
✓ CANT, Gregory	SCHEPMAN, Stephen
✓ CAPLES, Minerva	Vacant
✓ COETZER, Graeme	BAGAMERY, Bruce
✓ CUTTSINGER, Loran	SHEERAN, Lori
✓ DEVIETTI, Terry	FALLSHORE, Marte
DIAZ, Anthony	✓ BULLOCK, Eric
✓ DIPPMANN, Jeffrey	LI, Chenyang
✓ EASTMAN, Grant	GELLENBECK, Ed
✓ ERDMAN, Ruthi	HIRSH, Paul
EUBANKS, Jim	STEIN, Stephanie
FASSETT, Jonathan — not here	ENGLUND, Tim
FOLKESTAD, William	✓ STACK, Donna
✓ GOODENBERGER, Mark	REICH, Diane
✓ HARPER, Jim	GLASBY, Stephen
✓ JOHNSON, James	POULSON, Mary
✓ LAMAN, David	PIACSEK, Andy
✓ LI, CHARLES	DRAKE, George
✓ LOVERRO, Ian (Loverarrow)	SALYER, Keith
MACK, Richard	✓ DITTMER, Tim
✓ MADLEM, Melody	Vacant
MANWELLER, Matthew	SCHAEFER, Todd
✓ MELBOURNE, Tim *Beth*	✓ GAZIS, Carey *Beth*
MORENO, Stella	✓ BRANDSDORFER, Rodney — *Josh Nelson*
✓ NIXON, Don	BAGAMERY, Bruce
✓ OGDEN, Michael	PINZON, Charles
OXLEY, Tyler Cpt	LASZLO, Rod Maj.
✓ PLOURDE, Lee	AHLMAN, Laurelle
SHUMIZU, Korri	Student
✓ SNEDEKER, Jeffrey	MICHEL, John
STRASSER, John	Student
SULLIVAN, Allen	✓ HICKEY, Bob
UNDERWOOD, Katie	Student
✓ WELLOCK, Thomas	EASLEY, Roxanne
WESSEL, Nancy	PICHARDO, Nelson
✓ WYATT, Marla	CHASE, Dorothy

(30)

Date: February 8, 2006

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VISITOR SIGN-IN SHEET

</div>

Danielle Hix	
Miguel A Blanco	
Carolyn Booth	
Rose Spudobatsh Browan	Reg Svc
Susy Beadert	Reg Svc
Dan Herman	Gen Ed Cte
Josh Nilson	FOR LANG (Alternate for Stella)
Dan Jorgener	Lib (alternate for Danielle)

Please sign (print) your name if you are not a faculty senator.