10-30-1991

CWU Faculty Senate Minutes - 10/30/1991

Sue Tirotta

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ROLL CALL
Senators: All Senators or their Alternates were present except Duncan, Golden, McPherson, Roth, Thelen and Yu.
Visitors: James Pappas, Anne Denman and Carolyn Wells.

CHANGES TO AGENDA
Meeting time on agenda should read 3:10 p.m. (rather than 3:00 p.m.).

APPROVAL OF MINUTES
The minutes of the October 9, 1991 Faculty Senate meeting were approved as distributed.

COMMUNICATIONS
-10/2/91 memo from Patrick Owens, Library, regarding Library Faculty and Faculty Salary Scale; referred to Senate Budget Committee.
-10/2/91 memo from Barbara Radke, University Relations, requesting faculty appointments to USA Today competition; referred to Senate Executive Committee.
-10/8/91 letter from John Silva, Psychology, resigning from Ad Hoc Committee for Faculty Opinion Survey of Administrators; referred to Senate Executive Committee.
-10/10/91 memo from Deborah Medlar resigning from Undergraduate Council; referred to Senate Executive Committee.

REPORTS
1. CHAIR
Chair McGehee reported that four presidential finalists will be visiting the CWU campus between October 30 and November 20, 1991. The candidates' schedules have been distributed to all faculty. Chair McGehee noted that any privately collected data concerning the candidates should be submitted to the Presidential Search Committee with a notation of the source of the information. Search Committee member Anne Denman reminded the Senate that, in addition to meetings with the general faculty, separate meetings with the candidates have been scheduled specifically for Faculty Senators.

MOTION NO. 2821
Barney Erickson moved and Erlice Killorn seconded a motion to approve the 1991-92 Faculty Senate Operating Procedures as follows:

1991-92 FACULTY SENATE OPERATING PROCEDURES
1. Robert's Rules of Order will be the accepted authority for procedural operations.
2. Committee reports will be automatically accepted. If there is an action item that a committee desires on 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 Wednesday preceding the Senate meeting in which action is expected. This policy allows for the timely mailing of the meeting's agenda. 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, the Senate will use the procedure of seeking recognition from the Chair if it wants to debate an issue. Discussion on arguments for and against the issue will be alternated. A visitor will be given recognition if the floor is yielded to him by a Senator. If no Senator desires to speak and a visitor would like to make a point, the Chair will recognize the person. If a visitor has made a preliminary request to the Senate office for an opportunity to speak or if the Chair invites a person to speak, he will be recognized.
5. No smoking is allowed in the Samuelson Union Building except in designated areas.
6. Adjournment time will be at 5:00 p.m., unless a motion for suspension of the rules is made and passes by a two-thirds majority vote.
Motion passed.

1. **CHAIR, continued**

Chair McGehee explained that Faculty Grievance Committee member Zoltan Kramar has been elected chair of the History Department for 1991-92. Faculty Code section 12.10 prohibits department chairs from service on the Faculty Grievance Committee.

*MOTION NO. 2822* Erlice Killorn moved and Barney Erickson seconded a motion to replace Zoltan Kramar, History, with Barry Donahue, Computer Science, as an Alternate on the Faculty Grievance Committee for a three year term beginning in Fall 1991. Motion passed.

*MOTION NO. 2823* Erlice Killorn moved and Barney Erickson seconded a motion to replace Deborah Medlar, Accounting, with Calvin Willberg, Computer Science, on the 1991-92 Faculty Senate Curriculum Committee. Motion passed.

-Chair McGehee reported that Jan Boyungs, PEHLS, has been appointed as the faculty representative to the 1991-92 Summer Session Advisory Committee. Ms. Boyungs will make reports to the Faculty Senate periodically during the year.

2. **PRESIDENT**

Don Schliesman, Provost and Vice President for Academic Affairs reported that President Garrity is on business in Japan until next week. Provost Schliesman reported that Final Exam week this quarter immediately follows the Thanksgiving holiday, and he has received many inquiries from faculty members regarding final exams. The Provost reminded faculty members that, even though they are not required to give a final exam during the appointed period, university policy requires that classes meet during the scheduled two hour final exam time.

3. **ACADEMIC AFFAIRS COMMITTEE**

None

4. **BUDGET COMMITTEE**

Barney Erickson reported that the Budget Committee will have a report for the November 20 Faculty Senate meeting.

5. **CODE COMMITTEE**

None

6. **CURRICULUM COMMITTEE**

*MOTION NO. 2824* Morris Uebelacker moved approval of University Curriculum Committee page 1142. Motion passed.

7. **PERSONNEL COMMITTEE**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

Chair McGehee reported that the Senate Executive Committee proposes the following changes in the Faculty Senate Bylaws:

Section II.B.4.: Each department to which at-large positions have been allocated shall by secret ballot nominate three (3) candidates, who consent to nomination, for each such position, who once nominated shall not be permitted to withdraw their names from consideration by the faculty prior to election. Elections shall be by secret ballot by the faculty of the department to which the position has been allocated (defined in Section 2.10 of the Faculty Code), and a simple plurality of votes cast for each position shall be sufficient for election.

Section II.D.2.: If a regularly elected at-large Senator resigns permanently from the Senate, the Alternate will become Senator until the next year's scheduled at-large election, at which
time a replacement Senator and Alternate will be elected to fulfill the remaining at-large term; the department will elect an Alternate to serve until the next at-large election...

NEW BUSINESS, continued

Chair McGehee noted that, according to Section X of the Faculty Senate's bylaws, "Amendments to these Bylaws may be introduced by any three (3) members of the Senate in written petition to the Faculty Senate Executive Committee. That committee must then present the proposed amendment(s), in any modified form mutually agreed upon by the committee and the three (3) signers, at the next Senate meeting, with formal adoption deferred until the subsequent meeting. Adoption of amendments will require a two-thirds majority of those present and voting. Amendments will go into effect immediately upon approval." A motion to change the bylaws will be included on the November 20, 1991 Faculty Senate agenda under Old Business.

Chair McGehee explained that "at-large" Senators are apportioned to the larger university departments (Business Administration, Education, English, Library, Music, Physical Education and Psychology) according to a formula set forth in Faculty Code section 3.15.A.b. ["At-large senators each with an alternate, equal in number to one-fourth (1/4) of all departments and faculty units represented on the Faculty Senate and rounded to the nearest whole number;"] Under the current procedure, the Faculty Senate office solicits nominations from departments every year and then conducts a university-wide election during Winter quarter involving the entire faculty. Chair McGehee reported that this is a time-consuming and expensive procedure, and the Senate office receives numerous complaints from the faculty that the candidates are not widely known enough outside their departments for the faculty as a whole to cast an informed vote.

Senator Ken Hammond noted that the term "at-large" would no longer correctly describe Senators elected under the proposed procedure. Chair McGehee explained that, since the Faculty Code would require a change in terminology which could not be approved by the Code Committee and Board of Trustees until later in the year, it is expedient to change the procedure in the Senate's bylaws now and request more comprehensive changes in the bylaws and Code terminology later this year. Senator Hammond suggested that the current at-large election procedures be retained for another year until a change can be made in the Faculty Code. He also surmised that the current campus-wide election procedure may serve to encourage faculty to get to know the at-large Senate candidates.

Senators Owen Pratz questioned the original rationale behind the process of having some Senators elected by the faculty as a whole. It was unclear why the "at-large" process was initially adopted.

ADJOURNMENT

Meeting was adjourned at 3:30 p.m.

* * * * * NEXT REGULAR FACULTY SENATE MEETING: November 20, 1991 * * * * *
I. ROLL CALL

II. CHANGES TO AGENDA

III. APPROVAL OF MINUTES - October 9, 1991

IV. COMMUNICATIONS
   -10/2/91 memo from Patrick Owens, Library, re. Library Faculty and Faculty Salary Scale; referred to Senate Budget Committee.
   -10/2/91 memo from Barbara Radke, University Relations, requesting faculty appointments to USA Today competition; referred to Senate Executive Committee.
   -10/8/91 letter from John Silva, Psychology, resigning from Ad Hoc Committee for Faculty Opinion Survey of Administrators; referred to Senate Executive Committee.
   -10/10/91 memo from Deborah Medlar resigning from Undergraduate Council; referred to Senate Executive Committee.

V. REPORTS
   1. Chair
      -Approve 1991-92 Senate Operating Procedures (see attached motion)
      -Update on Presidential Search
      -Jan Boyungs appointed faculty representative on 1991-92 Summer Session Advisory Committee
   2. President
   3. NCATE Update - Osman Alawiye
   4. Academic Affairs Committee (Andrea Bowman, Chair)
   5. Budget Committee (Barney Erickson, Chair)
   6. Code Committee (Owen Pratz, Chair)
   7. Curriculum Committee
      -(Deborah Medlar/Larry Lowther, Co-Chairs)
      -UCC Page 1142
   8. Personnel Committee (Patrick Owens, Chair)

VI. OLD BUSINESS
VII. NEW BUSINESS
    -Change Faculty Senate Bylaws (see attached motion)—to be voted on at 11/20/91 Faculty Senate Meeting

VIII. ADJOURNMENT

***NEXT REGULAR FACULTY SENATE MEETING: November 20, 1991***
1. **Robert's Rules of Order** will be the accepted authority for procedural operations.

2. Committee reports will be automatically accepted. If there is an action item that a committee desires on 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 Wednesday preceding the Senate meeting in which action is expected. This policy allows for the timely mailing of the meeting's agenda. 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, the Senate will use the procedure of seeking recognition from the Chair if it wants to debate an issue. Discussion on arguments for and against the issue will be alternated. A visitor will be given recognition if the floor is yielded to him by a Senator. If no Senator desires to speak and a visitor would like to make a point, the Chair will recognize the person. If a visitor has made a preliminary request to the Senate office for an opportunity to speak or if the Chair invites a person to speak, he will be recognized.

5. No smoking is allowed in the Samuelson Union Building except in designated areas.

6. Adjournment time will be at 5:00 p.m., unless a motion for suspension of the rules is made and passes by a two-thirds majority vote.

**NEW BUSINESS**

**Faculty Senate Bylaws—**

Section II.B.4.: Each department to which at-large positions have been allocated shall by secret ballot nominate three (3) candidates, who consent to nomination, for each such position, who once nominated shall not be permitted to withdraw their names from consideration by the faculty prior to election. Elections shall be by secret ballot by the faculty of the department to which the position has been allocated (defined in Section 2.10 of the Faculty Code), and a simple plurality of votes cast for each position shall be sufficient for election;

Section II.D.2.: If a regularly elected at-large Senator resigns permanently from the Senate, the Alternate will become Senator until the next yearly scheduled at-large election, at which time a replacement Senator and Alternate will be elected to fulfill the remaining at-large term; the department will elect an Alternate to serve until the next yearly at-large election...

[Section X.: Amendments to these Bylaws may be introduced by any three (3) members of the Senate in written petition to the Faculty Senate Executive Committee. That committee must then present the proposed amendment(s), in any modified form mutually agreed upon by the committee and the three (3) signers, at the next Senate meeting, with formal adoption deferred until the subsequent meeting. Adoption of amendments will require a two-thirds majority of those present and voting. Amendments will go into effect immediately upon approval.]
ROLL CALL 1991-92

FACULTY SENATE MEETING: October 30, 1991

Bruce BAGAMERY
Jim BILYEU
Andrea BOWMAN
Peter BURKHOLDER
David CARNES
John CLARK
Annie CORNELIOUS
Ken CORY
Lin DOUGLAS
Clint DUNCAN
Barney ERICKSON
Donald GARRITY
Ed GOLDEN
Ken HAMMOND
John HERUM
Erlice KILLORN
Larry LOWTHER
Charles MCGEHEE
Jack MCPHERSON
Deborah MEDLAR
Vince NETHERY
Patrick OWENS
Rob PERKINS
John PICKETT
Jim PONZETTI
Owen PRATZ
Don RINGE
Eric ROTH
Chip SIMMONS
Donna SLOMIAN
Stephen SMITH
Stephanie STEIN
Alan TAYLOR
Thomas THELEN
Calvin WILLBERG
Rex WIRTH
Thomas YEH
Roger YU
Mark ZETTERBERG

Hugh SPALL
Dieter ROMBOY
Randy WALLACE
John UTZINGER
Walt KAMINSKI
Terry MARTIN

Margaret SAHLSTRAND
Daniel FENNERTY
Walt EMKEN
Ken GAMON
Don SCHLIESMAN
Connie NOTT
Morris UEBELACKER
Steve OLSON
Patricia MAGUIRE
Steve KIMBALL
Charles HAWKINS
Candace SCHULHAUSER
Gary HEESACKER
Stephen JEFFERIES

Wayne KLEMIN
Andrew SPENCER
Ethan BERGMAN
Jim GREEN
Robert BENTLEY
Geoffrey BOERS

Bob CARBAUGH
Stephen SCHEPMAN
Robert GARRETT
John CARR
Barry DONAHUE
Robert JACOBS
Jerry HOGAN
Will SPERRY
Philip SIGNORELLI
October 30, 1991

Date

VISITOR SIGN-IN SHEET

10-30-91  J. G. Ippolito

D. Schecthman

A. Derman

C. Wells

Please sign your name and return sheet to Faculty Senate secretary directly after the meeting. Thank you.
TO: Faculty Senate  
   Executive Committee  
FROM: Patrick Owens, Chair - Library Faculty Council  
DATE: October 3, 1991  
RE: Library Faculty and Faculty Salary Scale  

Several years ago, the language of the budget from the legislature regarding faculty salaries was confusing and was interpreted by the President to exclude the librarians. Once again the budget language is confusing and might be interpreted to exclude the librarians at Central. (see enclosed Presidential Memogram #35 of July 10, 1991, especially paragraph no. 5 and p. 139 of Bill #H-3194.2/91) 

The library faculty will consider any interpretation that excludes librarians from the faculty salary scale as a change in our faculty status and a breach of our employment contracts (Faculty Code section 2.10.A.3 of June 14, 1991). 

We ask for your support to retain librarians on the faculty salary scale by providing the library faculty the same salary increases as the teaching faculty.  

cc: Dr. Gary Lewis,  
   Dean of University Libraries  
   (Member of Dean’s Council)  

    Courtney Jones,  
    V.P. for Business & Financial Affairs  
    and Chair, Budget Advisory Committee  

2 enclosures
JULY 10, 1991

The 1991-93 biennial operating and capital budgets for Central, along with other state agencies, have now become law. Governor Gardner signed the operating budget minutes before midnight on June 30. CWU and higher education in general did not fare well with respect to the operating needs of higher education, but appropriations for the capital program were larger than usual.

Central’s Board of Trustees approved an operating budget request of $110,202,060 last fall. The legislature approved a budget of $89,128,000. You will note from the accompanying table that this is about two percent below the carryforward budget (ERL) required to continue the existing service level.

Additional enrollments of 180 for the first year and an additional 181 for the second year of the biennium were allowed in the budget bill. Funding was provided, however, at about three-fourths the calculated cost of instruction for these students. Any overenrollments or underenrollments outside of a two percent allowable band will result in a penalty of the full cost of instruction for each FTE outside the band. Central's budget enrollment for the coming academic year is 6270 and the next academic year will be 6451.

Contrary to the impression created in the press, the combination of the cut to our ERL, the underfunding of added enrollment, and unavoidable increased costs, presented the university with the necessity of reducing expenditures approximately $800,000 in the first year of the biennium. An operating budget proposal will be presented to the Trustees which reflects adjustments of this magnitude. The details of the Trustee-approved budget will be shared at a later date.

Funding was provided for average salary increases for faculty and administrative exempt personnel of 3.9% on each of January 1, 1992 and January 1, 1993. Increases for each of those persons not in faculty positions (exempt professional staff, academic administrators, academic librarians, counselors, and teaching and research assistants) are mandated to be at least 3.1% on January 1, 1992, and at least 3.4% on January 1, 1993, with the remainder of the (3.9%) funds to be used for addressing the most serious salary inequities among these classes of employees.

Generally, classified employees will receive across-the-board pay increases of 3.6% on January 1, 1992 and across-the-board increases of 3.6% on January 1, 1993.
Funds were also provided for increases associated with the recent classification revision of certain clerical support positions.

You will also find attached the capital budget. This is a very good budget. Funding is provided for complete renovation of Shaw/Smyser which is significantly above the figure we initially requested. The figure entitled "Nicholson Pavilion/Athletic Renovation" is not Phase III of the Nicholson project as was suggested by some press reports. This is a combination of several smaller items originally in the Minor Capital category which the Office of Financial Management chose to combine and present as though it were a single project.

Attachments
(b) The following amounts shall be used to provide instruction and research faculty at each four-year institution an average salary increase of 3.9 percent on January 1, 1992, and 3.9 percent on January 1, 1993.

<table>
<thead>
<tr>
<th>Institution</th>
<th>1991-92</th>
<th>1992-93</th>
</tr>
</thead>
<tbody>
<tr>
<td>University of Washington</td>
<td>$2,888,000</td>
<td>$8,086,000</td>
</tr>
<tr>
<td>Washington State University</td>
<td>$1,157,000</td>
<td>$3,544,000</td>
</tr>
<tr>
<td>Eastern Washington University</td>
<td>$435,000</td>
<td>$1,190,000</td>
</tr>
<tr>
<td>Central Washington University</td>
<td>$393,000</td>
<td>$1,053,000</td>
</tr>
<tr>
<td>The Evergreen State College</td>
<td>$185,000</td>
<td>$502,000</td>
</tr>
<tr>
<td>Western Washington University</td>
<td>$540,000</td>
<td>$1,446,000</td>
</tr>
</tbody>
</table>

(c) The following amounts shall be used to provide exempt professional staff, academic administrators, academic librarians, counselors, and teaching and research assistants as classified by the office of financial management, at each four-year institution, and the higher education coordinating board an average salary increase of 3.9 percent on January 1, 1992, and 3.9 percent on January 1, 1993. In providing these increases, institutions shall ensure that each person employed in these classifications is granted a salary increase of 3.1 percent on January 1, 1992, and 3.4 percent on January 1, 1993. The remaining amounts shall be used by each institution to grant salary increases on January 1, 1992, and on January 1, 1993 that address its most serious salary inequities among exempt staff within these classifications.

Code Rev/LL:mos

p. 139 of 196
In sum, while the institution has some discretion as to individual adjustment rates within the legislated language by group, it does not have the authority according to the law to include professional librarians with other faculty in the legislatively defined "faculty" pool.

If my response to your memo leaves some questions unanswered I’d be very happy to meet with you and your colleagues should you deem that desirable.

cc: Dr. Gary Lewis  
Faculty Senate Executive Committee  
University Executive Group
October 11, 1991

Mr. Patrick Owens
University Library
Campus

Dear Mr. Owens:

In a memorandum to Vice President Courtney Jones of October 3, 1991 you wrote the following. "Several years ago, the language of the budget from the legislature regarding faculty salaries was confusing and was interpreted by the President to exclude the librarians." Your statement alleging an action by me is incorrect. I made no interpretation. The language of the budget spoke for itself and was interpreted by the appropriate spokespersons of the legislature and the Office of Financial Management.

Sincerely,

Donald L. Garrity
President

jm

cc: Gary Lewis
    Senate Executive Committee
    Vice President Jones
TO: Faculty Senate Budget Committee
    Barney Erickson, Math
    Barry Donahue, Computer Science
    Wolfgang Franz, Economics
    Wayne Klemin, BEAM

FROM: Rex Wirth

DATE: October 14, 1991

RE: Library Faculty and Faculty Salary Scale
    Owen Memo of October 3, 1991

There seems to be a simple, in house, solution to the Library Faculty situation this biennium.

Since the overall appropriation is the same for both the regular faculty category and the exempt, etc., category, and since, if I understand Courtney and the Presidential memo correctly, the language in the legislation is permissive (.8 may be used for inequities), then all we need do is insist that the Library Faculty, in accordance with the code, be excluded from inequity considerations and that the full 3.9 be awarded to them as regular faculty.

This solution is a special case and can only work if the amounts appropriated are the same and if the language is permissive. We can not change what is done in Olympia by either the OFM or the legislature at CWU. We must, therefore, begin to work for a change in their classification or for an exemption for our Library Faculty given that things will not always work out in a satisfactory way in the future.

tkh

C: Faculty Senate Executive Committee
TO: <n>, Chair
FROM: Barbara Radke
CWU News Services
DATE: October 2, 1991
SUBJECT: Putting Your Students In The News

I would like to put the spotlight on an outstanding Central student majoring in your discipline—as a candidate for a national prize, nominee for a CWU award, or subject of a feature story. Will you help me?

USA Today is sponsoring its third annual competition this fall, to search for and recognize student scholars. If you and your department colleagues are teaching an undergraduate student who would be a viable candidate for a national academic award, I would like to hear about him or her.

Every CWU student nominated by an academic department or program for the All-USA Academic Team will automatically be nominated also for Central's Outstanding Student awards, presented annually during Parents Weekend on campus.

Even if your top students do not fit the parameters of the USA Today competition, please consider letting me know about them and their activities. I am developing a year-long series of feature articles about Central's strongest student scholars, and I need your help to find them. Just call me at 1487 on campus, with a few details about your students' achievements.

Undergraduate Dean Connie Roberts will head the faculty screening committee that will choose one student to represent Central in the USA Today competition. I am enclosing some materials explaining the contest, as well as a nomination form. When you and your faculty select a student to represent your department, return that form (along with student essay and nominating professor's statement) to Dr. Roberts' office by November 15.

You may remember that Central's 1989 nominee, senior art student Leslie Sinclair, was one of 60 students nationwide who earned an Honorable Mention award in the All-USA Academic Team competition. She was one of 121 winners named, in a field of 749 nominees. Let's put another CWU student's name in USA Today.
October 8, 1991

Dr. Charles L. McGhee
Faculty Senate Chair
Central Washington University
Ellensburg, WA. 98926

Dear Charles:

I regret to inform you that I am resigning from the Ad Hoc Committee for Faculty Opinion Survey of Academic Administrators effective this date. Recent department assignments and the unexpected continuation and intensity of previous campus commitments make it impossible for me to provide the time required to participate effectively on the Committee.

I have discussed this matter with Jack Dugan and he is aware of my plans to resign.

Thank you very much for considering me to be on the committee.

Sincerely yours,

[Signature]

John L. Silva
Dept. of Psychology

JLS
tp
MEMORANDUM

TO: Dr. Connie Roberts  
Acting Vice Provost & Dean of Undergraduate Studies

FROM: Deborah Medlar  
Associate Professor

DATE: October 10, 1991

RE: Resignation from Undergraduate Council

Due to a desire to complete some research in progress before my data is outdated, I must resign from the Undergraduate Council for this year. My chair has suggested that Keith Kleinhen of my department be appointed in my place.

DM:b
May 30, 1991

CURRICULUM PROPOSALS APPROVED BY THE UNIVERSITY CURRICULUM COMMITTEE AND FORWARDED TO THE SENATE

PHYSICAL EDUCATION
COURSE ADDITION
PE 445. Methods in Life Support (3). Prerequisite, PE 443. Prehospital trauma, advanced cardiac and prehospital pediatrics life support. Two hours lecture, two hours laboratory per week.