10-5-1983

CWU Faculty Senate Minutes - 10/05/1983

Vicki Potts

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Regular Faculty Senate Meeting
October 5, 1983
Central Washington University

Presiding Officer: Phil Backlund, Chair
Recording Secretary: Vicki Potts

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

ROLL CALL
Senators: All Senators or their Alternates were present except for Cassidy, Duncan, Eichhoff, Fitzgerald, Keller, Pratz and Thurston.

Visitors: Don Schliesman and George Macinko

CHANGES TO AGENDA
Letter from Dean Schliesman was added to Communications.

APPROVAL OF MINUTES
*MOTION NO. 2202 Carolyn Schactler moved and Lillian Canzler seconded a motion to approve the minutes of May 25, 1983 as printed. Motion passed.

ADOPTION OF OPERATING PROCEDURES AND MEETING SCHEDULE
Chairman Backlund mentioned the inclusion of the Sturgis Standard Code of Parliamentary Practice to the operating procedures for '83-84 because it is much easier to use.

*MOTION NO. 2203 Don Black moved and Bob Dean seconded a motion to approve the Faculty Senate Operating Procedures for '83-84. Passed unanimously.

*MOTION NO. 2204 David Canzler moved and Bob Jacobs seconded a motion to approve the following meeting schedule for the Senate for '83-84. Passed unanimously.

<table>
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<tr>
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APPROVAL OF SENATE STANDING COMMITTEES AND CFR APPOINTMENTS

Dieter Romboy resigned from the Senate Code committee and Bill Vance was appointed to the vacancy. Also, because a number of changes were made to the Faculty Grievance committee during the summer, the Senate was asked to reapprove this committee with the new members.

*MOTION NO. 2205 Clair Lillard moved and Carolyn Schactler seconded the motion to approve the Senate Standing committees and the Faculty Grievance committee for '83-84. Motion passed.

Senate Academic Affairs Committee
+John Ressler
Walter Emken
John Pearson
*David Shorr
*Roger Fouts

Senate Code Committee
+Russell Hansen
*Lillian Canzler
*Beverly Heckart
+John Agars
*Bill Vance

Senate Budget Committee
+Wayne Klemin
*Eric Thurston
*Don Dietrich
*Jim Peterson

Senate Personnel Committee
+Pat O'Shaughnessy
*David Canzler
*John Dugan
Libby Nesselroad
*Ken Harsha

Senate Curriculum Committee
+Ann Donovan
Paul LeRoy
*Robert Jacobs
+Bill Craig
*Bob Lapen
*Senator
+Senate Alternate

Faculty Grievance Committee
Regular Members: Laura Appleton (1 yr) Alternate Member: Anne Denman (1 yr)
Pat O'Shaughnessy (2 yrs) David Canzler (2 yrs)
Makiko Doi (3 yrs) Peter Gries (3 yrs)
APPROVAL OF SENATE STANDING COMMITTEES AND CFR APPOINTMENTS (Continued)

*Motion No. 2206 Jim Hinthorne moved and David Canzler seconded the motion to approve the Council of Faculty Representative (CFR) appointments for '83-84. Motion passed.

COUNCIL OF FACULTY REPRESENTATIVES (CFR)

Barney Erickson (1 yr)
Larry Lawrence (2 yrs)
Corwin King (3 yrs)

COMMUNICATIONS

Secretary Canzler read the following correspondence:

1. 9/30/83 letter from Dean Schliesman concerning the Undergraduate Council's action in recommending a policy change for admission requirements for incoming freshmen to be effective Fall, 1987. This has been referred to the Senate Curriculum committee.

2. 9/1/83 letter from President Garrity explaining the end to the state of financial exigency (copies were distributed to Senators).

REPORTS

CHAIR:

1. Dr. Backlund will suggest a change in the Senate By-laws regarding the election of the Chair. The person elected vice-chair one year would move to the chair position the following year thus providing more continuity to the executive committee.

2. Goals for the year include the opening and improvement of communication lines between the Senate, administration and staff. Members of the Administration will be invited to attend Senate meetings more frequently so that the Senate could be better informed regarding the administrative point of view. It is hoped that by increasing the quantity of communications we can increase the quality as well. Dr. Harrington will be speaking to the Senate at the next regular meeting on merit and professional growth.

3. Items given to the standing committees will include target dates for recommendations/reports to be given to the full Senate. The Executive Committee will try to increase the efficiency of the Senate by encouraging committees to act promptly on the business at hand.

4. Regarding the fall faculty meeting, a summary letter on the responses generated from the small group meetings is being prepared and will be distributed to faculty. These suggestions will also be given to the original planning group of faculty and emeriti faculty for their consideration and suggestions for future activities.

5. The Board of Trustees will consider a meeting later this quarter with faculty representatives. Plans are in the works for that meeting and the Senate will be informed of its progress.

6. The state of financial exigency that was present last academic year has ended. According to Assistant Attorney General Clarke, circumstances no longer warrant that condition.

7. A reprographics report came out during the summer from Larry Lium, Al Eberhart and Frank Schneider proposing changes in the reprographics organization. Dr. Garrity will be bringing the matter before the President's Advisory Council in October. If there are recommendations the issue will then come before the Senate for consideration.

8. A letter to Dan Ramsdell which responded to his request for information on past budgets, salary savings and positions cut during the state of financial exigency was reviewed.

9. Review of the business before the standing committees:

Academic Affairs
a. recommendation for a change of job title for Director of Continuing Education and Summer programs
b. recommendation regarding the formation of a committee on standards
c. recommendation regarding the establishment of a university planning committee
d. re-examine the decision to create the position of the Dean of College of Letters, Arts and Sciences
e. reorganization of the Senate
f. an evaluation program for administrators
g. suggestion to move to an eight week summer session
REPORTS (Continued)

9. Code Committee
   a. proposed changes related to the layoff plan as presented last spring
   b. reorganization of the Senate standing committees
   c. rewording of the Code because of the new bi-monthly payment plan
   d. rewording of the Code to allow for a loose-leaf format for the Code
   e. screening committees for faculty position applicants
   f. joint appointments

Personnel Committee
   a. merit and professional growth
   b. the need and possibilities of a faculty club
   c. the survey of faculty need for load credit for serving on graduate committees
   d. the need for a faculty idea committee
   e. faculty development.

Budget Committee
   a. any follow-up questions concerning Dr. Backlund's response to Dr. Ramsdell
   b. the suggestion that we move to a nine month pay cycle and the question of direct deposit pay

Curriculum Committee
   a. computer science majors
   b. resubmission of the music department's program concerning the six credits in question
   c. the relationship of the University Curriculum committee, the Senate Curriculum committee and the Teacher Education Council.
   d. emergency changes in curriculum and the need for a policy
   e. a concern from Donald White regarding the new Professional Teacher Preparation program.
   f. a concern from the University Curriculum committee regarding the flow and process of curricular events

OLD BUSINESS
*MOTION NO. 2207 David Shorr moved and Larry Lowther seconded the motion to postpone consideration of the proposed changes to the Faculty Code until the next regular meeting. Motion passed unanimously.

NEW BUSINESS
It was decided informally that the Senate would not consider fund solicitation requests.

ADJOURNMENT
*MOTION NO. 2208 Clair Lillard moved and Bob Jacobs seconded the motion to adjourn. Motion passed. Meeting adjourned at 3:57 p.m.
TO THE FIRST MEETING OF THE FACULTY SENATE FOR '33-84
3:10 p.m., Wednesday, October 5, 1983
SUB 204-205

I. ROLL CALL

II. CHANGES TO AGENDA

III. APPROVAL OF MINUTES OF May 25, 1983

IV. ADOPTION OF OPERATING PROCEDURE AND MEETING SCHEDULE

A. Operating Procedure for 83-84
B. '83-84 Meeting Schedule

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V. APPROVAL OF SENATE STANDING COMMITTEE AND CFR APPOINTMENTS

VI. COMMUNICATIONS

A. 9/1/83 from President Garrity regarding the ending of financial exigency.

VII. REPORTS

A. Chair
B. CFR

VIII. OLD BUSINESS

A. Faculty Code - Proposed Changes to Layoff Policy

IX. NEW BUSINESS

X. ADJOURNMENT - Meeting will adjourn by 4:15

4:15 Standing Committee members will meet after adjournment to organize and select a chairman.
VISITORS PLEASE SIGN

[Signature]

[Signature]

PLEASE RETURN TO THE FACULTY SENATE SECRETARY
ROLL CALL

Faculty Senate Meeting

Date 10/2/83

Senator

John AGARS
Joel ANDREWS
Phil BACKLUND
Don BLACK
Gerald BRUNNER
David CANZLER
Lillian CANZLER
Jim CASSIDY
Mike DAY
Robert DEAN
John DUGAN
Clint DUNCAN
Henry EICKHOFF
Carol FITZGERALD
Roger FOUTS
Ken HARSHA
Jim HAWKINS
Beverly HECKART
Jim HINTHORNE
Robert JACOBS
Richard JENSEN
Chester KELLER
Kelton KNIGHT
Bob LAPEN
Clair LILLARD
Robert MITCHELL
Jim NYLANDER
Jim PETERSON
Owen PRATZ
Carolyn SCHACTLER
David SHORR
Eric THURSTON
Bill VANCE
John VIFIAN
Charles VLCEK
Don WISE
Tom YEH

Alternate

Gary GALBRAITH
John RESSLER
John FOSTER
Ron CAPLES-OSORIO
Bob WIEKING
Mark HALPERIN
Larry WALD

Barney ERICKSON
Russell HANSEN
John MEANY
Ray WHEELER

Larry SPARKS
Wayne KLEIN
Betty EVANS
Larry LOWNHER
Don RINGE
Jim BROWN
Timothy STRONG
Jay BACHRACH
E.E. BILYEUX
John CARR
Herbert BORBE

Stan SORENSON
Clayton DENMAN

David GEE
Joe SCHOMER
Pat O'SHAUGHNESSY
Erlice KILLORN
Ned TOOMEY
Bill CRAIG
Wells MC INELLY
Ann DONOVAN
1983-84 FACULTY SENATE
STANDING COMMITTEES

Senate Executive Committee
Phil Backlund, Chair
Jim Hinthorne, Vice-Chair
Lillian Canzler, Secretary
Carolyn Schactler, At-large
Robert Dean, At-large

Senate Curriculum Committee
+Ann Donovan
Paul LeRoy
*Robert Jacobs
+Bill Craig
*Bob Lapen

Senate Academic Affairs Committee
+John Ressler
Walter Emken
John Pearson
*David Shorr
*Roger Fouts

Senate Code Committee
+Russell Hansen
*Lillian Canzler
*Beverly Heckart
+John Agars
+Dieter Romboy *

Senate Budget Committee
+Wayne Klemin
*Eric Thurston
Rosco Tolman
Don Dietrich
*Jim Peterson

Senate Personnel Committee
+Pat O'Shaughnessy
*David Canzler
*John Dugan
Libby Nesselroad
*Ken Harsha

COUNCIL OF FACULTY REPRESENTATIVES (CFR)

Barney Erickson (1 yr)
Larry Lawrence (2 yrs)
Corwin King (3 yrs)

*Senator
+Alternate

9/83
September 30, 1983

Philip M. Backlund  
Chair, Faculty Senate  
CWU Campus  

Dear Dr. Backlund:

This is to report action taken by members of the Undergraduate Council during the September 29, 1983 meeting. The Council considered and approved (unanimously) the motion given below.

The Undergraduate Council recommends to the Faculty Senate that it approve the following policy:

Central Washington University requires the following set of high school courses for admission of new freshmen:

- four years of English
- two years of Mathematics (Algebra and Geometry)
- two years of Science (at least one laboratory science)
- two and one-half years of Social Sciences
- two years of a single foreign language.

The Council recommends the policy becomes effective fall, 1987. Dean Pappas and I will be available during the Senate meeting during which this recommendation is considered.

Sincerely,

Donald M. Schliesman  
Dean of Undergraduate Studies

cc: Vice President Harrington  
Council Members
Let me welcome you to the academic year and to this committee. I would like to thank each of you for agreeing to take on these duties. This committee has the potential of a wide impact in this University this year. Good luck and enjoy yourself.

Before I list the items of business that have been brought before you by various people, let me re-quote the charge of this committee as written in the Senate By-laws:

The Faculty Senate Academic Affairs Committee shall be concerned with the study and improvement of academic standards and academic organizational structures. It shall make policy recommendations concerning admissions, registration, grading, withdrawal, the university calendar scheduling, and academic support systems such as the library and audio-visual division. It shall cooperate with other individuals, groups or committees in long-range planning, including the creation of new schools, departments, programs and academic posts. It shall do such other similar things as may be requested by or approved by the Senate Executive Committee.

So far, the committee has the following items of business:

1. Dr. Harrington's request for a recommendation regarding the title of 'Dean' for Jean Putnam. At our preliminary meeting, you agreed to make a recommendation to the Senate at the October 19th meeting.
2. Committee on Standards. Lillian Canzler (and others) wrote a letter to Dr. Harrington proposing a Committee on Standards (see attached). Dr. Harrington responded with a suggestion that the Academic Affairs Committee take on this responsibility (see attached). Please consider this question, and by the November 2nd meeting, make a recommendation as to what part of these functions the committee is willing to take on and whether or not a Committee on Standards should be established.

3. Lillian Canzler also wrote a letter to President Garrity regarding a University Planning Committee (see attached). To my knowledge, the President has not responded. Please pursue this matter with the President and make a preliminary report at the November 2nd meeting.

4. There seems to be some sentiment regarding a need to examine the wisdom of the decision to create the position of Dean of College of Letters, Arts and Science. With the resignation of Burt Williams, we have an opportunity to, in effect, see how the decision worked out. One plan for re-organizing the various schools and colleges has been submitted. Perhaps we can get more. Would you look into this and make a preliminary report at the November 2nd meeting? Perhaps we could schedule an open discussion on this.

5. These are other matters that have been suggested for this committee. Please let me know by November 2nd if the committee wishes to pursue these matters.

   a. re-organization of the Senate - would you let me know if you think this needs to be considered again?

   b. an evaluation program for administrators - do you want to take this?

   c. there was a suggestion last year to move to an eight week summer session - is this something that needs to be done?

If I can provide any assistance or information, please do not hesitate to contact me. Thank you.
TO: Senate Budget Committee
Wayne Klemin
Eric Thurston
Rasco Tolman
Don Dietrich
Jim Peterson

FROM: Phil Backlund, Chair
Faculty Senate

DATE: October 4, 1983

RE: Things to do

Let me welcome you to the academic year and to this committee. I would like to thank each of you for agreeing to take on these duties. Good luck and enjoy yourself.

Before I list the items of business that have been brought before you by various people, let me requote the charge of this committee as written in the Senate By-laws:

The Faculty Senate Budget Committee shall be concerned with recommendations regarding the budgetary and financial affairs of the university, the level of financial support for the university and the short and long-range budgetary projections and the distribution of funds within the university. The committee shall cooperate with other individuals, groups or committees in carrying out its duties, and shall do such other things as may be requested by or approved by the Senate Executive Committee.

Things to do:

1. I'll refer any follow-up questions the Senate might have regarding Dan Ramsdell's letter and my response to it, to the Budget committee.
2. The state is moving to a bi-monthly payment plan. The Code needs to be revised to reflect this and at the same time, a suggestion has been made that we move to a nine month pay cycle rather than a 10 month one. Please look into this matter (check with Dr. Harrington) and make a recommendation at the November 2nd meeting.

If I can provide any assistance or information, please do not hesitate to contact me.

PB: vp
TO: Senate Code Committee
    Russell Hansen  
    Lillian Canzler 
    Bill Vance

FROM: Phil Backlund, Chair  
      Faculty Senate

DATE: October 4, 1983

RE: Things to do

Let me welcome you to the academic year and to this committee. I would like to thank each of you for agreeing to take on these duties. This committee has the potential of a wide impact in the University this year. Good luck and enjoy yourself.

Before I list the items of business that have been brought before you by various people, let me re-quote the charge of this committee as written in the Senate By-laws:

The Faculty Senate Code Committee shall be concerned with the continuing study and improvement of the Faculty Code, and shall receive, review, initiate, and make recommendations or proposals for amendments to the Faculty Code, coordinating its efforts with other individuals, groups or committees as necessary or appropriate, shall prepare drafts of such amendments and present such drafts to the Senate together with the rationale for such amendments, and shall do such other similar things as may be requested by or approved by the Senate Executive Committee.

So far, the Committee has the following items of business:

1. The most immediate concern involves code changes related to the lay-off plan. This was postponed from last year and I would like you to bring this before the Senate for action at the October 19th meeting.
2. I understand a plan for the re-organization of Senate Standing Committees went to the Code committee last year. Please make a preliminary report on this at the November 2nd meeting.

3. Section 2.55 of the Code will need to be re-worded or deleted as we will be going to a bi-monthly payment plan at the beginning of the new calendar year. Please prepare a proposal on this for the November 2nd meeting.

4. The University would like to move to a loose-leaf format for the Faculty Code (as well as other publications) so that changes can be made in the document as they occur. This will save quite a bit of money and facilitate the effectiveness of Code changes. Section 6 on page 3 would need to be re-worded to allow the Code to be updated as changes occur rather than only on September 1. (See attached). This needs fairly immediate action. Would you bring a proposal for the change to the November 2nd meeting?

5. Two issues have come out of the recent grievances. One has to do with screening committees for faculty position applicants. Is there anything now in writing that requires a screening committee? You may wish to check with the Faculty Grievance Committee on this. The second involves joint appointments. The basic question is: what should the Code say about them? I'll ask the Code committee for preliminary reports at the November 16th meeting.

If I can provide any assistance or information, please do not hesitate to contact me.
TO: Senate Curriculum Committee

Bob Lapen          Ann Donovan
Paul LeRoy        Bob Jacobs
Bill Craig

FROM: Phil Backlund, Chair
Faculty Senate

DATE: October 4, 1983

RE: Things to do.

Let me welcome you to the academic year and to this committee. I would like to thank each of you for agreeing to take on these duties. Good luck and enjoy yourself.

Before I list the items of business that have been brought before you by various people, let me requote the charge of this committee as written in the Senate By-laws:

The Faculty Senate Curriculum Committee shall be concerned with the study, development, and improvement of the curriculum, educational programs, and academic policy at the university, shall cooperate with other individuals, groups or committees at the university in carrying out its duties, and shall do such other things as may be requested by or approved by the Senate Executive Committee.

Things to do:

1. The Computer Science major should come up as soon as possible, preferably at the October 19th meeting.

2. The Music department has been asked to resubmit their program so that the six credits in question could be considered by the Senate.

3. The relationship of the Faculty Curriculum committee to the University Curriculum committee and the Teacher Education Council has come under question. I don't have any background on this, but I'd like the committee to check into it and make a report on the matter at the November 2nd meeting.
4. Lillian Canzler wrote a letter (see attached) last Spring regarding emergency changes in curriculum. Please review this matter and make a recommendation at the November 16th meeting.

5. A letter from Donald White is also attached for your consideration. Please look into this and present a recommendation at the November 16th meeting.

6. Also attached is a letter from Dave Kaufman. Perhaps the committee has already begun consideration of the issues he raises. Will you present a recommendation on these issues at the November 30th meeting.

If I can provide any further information or assistance, please don't hesitate to contact me.

Attachments

PB:vp
TO: Senate Personnel Committee
   Pat O'Shaughnessy
   John Dugan
   Ken Harsha

FROM: Phil Backlund, Chair
      Faculty Senate

DATE: October 4, 1983

RE: Things to do

Let me welcome you to the academic year and to this committee. I would like to thank each of you for agreeing to take on these duties. This committee has the potential of a wide impact in the University this year. Good luck and enjoy yourself.

Before I list the items of business that have been brought before you by various people, let me re-quote the charge of this committee as written in the Senate By-laws:

The Faculty Senate Personnel Committee shall be concerned with all matters relating to the terms and with conditions of faculty employment at the University, aspects of academic policy with affect faculty morale, and with other matters which may be considered with the approval of or upon request of the Senate Executive Committee.

Here's what the Personnel committee has so far.

1. Merit/Professional Growth. A number of people have written to Dr. Harrington regarding the merit/professional growth system. It seems that a review is in order. I'd like the committee to review the present system, gather opinions and plans, and recommend changes (if needed) to the Senate. Dr. Harrington has volunteered to talk with the Senate about this at the October 19th meeting. I'll ask for a preliminary report at the November 2nd meeting.
2. The Senate and this committee will be asked to recommend a search committee for the Dean of the College of Letters, Arts and Science to Dr. Harrington. I think it will need to have five members with some alternates and probably a non-voting administrator. The official request should come soon.

3. The need for a faculty club is still with us. Malcolm Alexander has been exploring this, but we need a group willing to pursue the question, discover what kind of club people want, and look into possibilities. Please look into this and make a preliminary report at the November 2nd meeting.

4. The Personnel committee was working on a survey of faculty need for load credit for serving on graduate committees. Libby Nesselroad has this information. Would you look into this and make a recommendation by the November 16th meeting?

5. Dr. Harrington suggested last year that we have a Faculty Idea committee. The committee might explore the need for such a committee and make a recommendation at the November 16th meeting.

6. Later in the year, the issue of Faculty Development is one I'd like the committee to consider.

If I can provide any further information or assistance, please don't hesitate to contact me.

PB: vp