CWU Faculty Senate Minutes - 02/11/1981

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MINUTES: Regular Faculty Senate Meeting, 11 February 1981
Presiding Officer: Larry L. Lawrence, Chairman
Recording Secretary: Esther Peterson

The meeting was called to order at 3:10 p.m.

ROLL CALL

Senators Present: All Senators or their Alternates were present except Don Garrity, Peter Gries, and Richard Wood.

Visitors Present: Jacque Evanson, Mike Lopez, Helmi Habib, Jim Pappas, Lou Bozos, Myrtle Snyder, Bruce Bradbury, Rosie Clayton, Wadell Snyder, Phil Backlund and Manuel Padilla.

Chairman Lawrence introduced two new student senate representatives, Becky Prieur and Gretchen Stohr.

CHANGES TO AGENDA

1) Under "Communications" add

G. Letter from Tim Strong, Chairman of the Campus Judicial Council, dated February 6, regarding changes in membership on the Campus Judicial Council.

H. Letter from Vice President Harrington, dated February 9, regarding appointment of a Committee to select Distinguished Professor.

APPROVAL OF MINUTES

MOTION NO. 1995: Mr. Kerr moved, seconded by Ms Sands, that the minutes of 14 January 1981 be approved with the following correction: On page 3, in the last line of Motion 1993, replace "Practicum ED 492 for 5 credits" with Psychology 404 for 3 credits." Passed by a unanimous voice vote and no abstentions.

COMMUNICATIONS

A. Letter from Dean Schliesman, dated January 15, recommending approval of a revised admissions policy statement proposed by an ad hoc committee composed of Helmi Habib, Jim Pappas, Mike Lopez, Greg Trujillo and Bruce Bradberry and endorsed by the Undergraduate Council. This item will be taken up under New Business.

B. Letter from Vice-President Harrington, dated January 19, confirming the appointment of Richard Hasbrouck to the University Curriculum Committee.

C. Letter from Ken Harsha, Chairman of CFR, dated January 27, informing the Senate that the CFR adopted the following resolution at its meeting in Olympia on January 24:

RESOLVED that the Council of Faculty Representatives (CFR) fully endorses the Council for Postsecondary Education's priority placed on the preservation of the carry-forward instructional budgets and enrollments at the state's institutions of higher education. The CFR recognizes, however, the needs of selected institutions to support quality instruction in their off-campus and summer programs.

This will be discussed in the Chairman's Report.

D. Letter from Catherine Sands, dated January 27, also informing the Senate of the CFR Resolution.

E. Letter from Jerry O'Gorman, Benefits Administrator, dated January 29, regarding planning for a pre-retirement counseling program in mid-March or April. The primary goal of this plan will be to inform CWU employees of the retirement options available to them here at Central.

F. Letter from George Stillman, Chairman of the Art Department, dated February 2, requesting that the Senate study the parking and fines situation at Central and the possibility of free faculty parking permits.

The Personnel Committee already has this matter under consideration as part of its initial charge.
G. Letter from Tim Strong, chairman of the Campus Judicial Council, dated February 6, regarding changing the membership on that Council. This has been referred to the Executive Committee for action.

H. Letter from Vice President Harrington, dated February 9, requesting the Executive Committee to appoint an ad hoc committee to review and recommend candidates for the Distinguished Professor award. The Executive Committee will act upon this request at its next meeting.

CURRICULUM PROPOSALS

A. University Curriculum Committee proposals, page 576

1. Page 576
   a. BUSINESS EDUCATION AND ADMINISTRATIVE MANAGEMENT--COURSE ADDITION
   b. SPEECH PATHOLOGY AND AUDIOLOGY--COURSE CHANGE (course addition)

NOTION NO. 1996: Mr. Dean moved, seconded by Mr. Tolman, that the University Curriculum Committee proposals on page 576 be approved. Passed by a unanimous voice vote and no abstentions.

REPORTS

A. Executive Committee--Vice Chairman Tolman reported that the Executive Committee will be charging the Academic Affairs Committee to review the Withdrawal and Incomplete Policy and make recommendations on it for the Senate's consideration.

B. Chairman--Mr. Lawrence commented on the following:

1) Withdrawal Policy--The Executive Committee will be sending a report made by the Academic Affairs Committee two years ago to the current Academic Affairs Committee as a basis for its deliberations. Withdrawal is an important issue, which is also scheduled for review by the Council of Academic Deans.

2) CFR Resolution--At the request of the Executive Committee and our CFR representatives, the chair wrote a letter to CFR asking that group to disavow the CPE recommendations, since CWU would be hurt much more than other universities due to its involvement in off-campus programs. The Resolution is a sort of compromise.

3) CPE Meeting--The chair attended a meeting of the Faculty Advisory Committee to CPE with Clair Lillard on February 6. One of the items on the agenda at that meeting was recommendations to the legislature on off-campus policy. The proposed policies would have removed state support from non-program off-campus courses. Most vulnerable are in-service courses, with a distinction made between "professional development" and "staff development". Professional development, meaning requirements for the fifth year certificate, would be funded by the state; staff development, meaning courses that would meet district needs or bring teachers up on the salary scale, would no longer count for state funding. The Committee voted to support the CPE recommendation, but also formally agreed to consider the implications and consequences of this policy for the individual institutions.

4) Budgeting--The legislature has not acted on the Budget yet. Ken Harsha attended a meeting with the Executive Committee to inform them of questions from the House Sub-Committee on Higher Education, before which he was to testify on behalf of CFR. The sub-committee seems disposed to ignore the CPE salary recommendation, which would have given faculty about a 19.6% catch-up. They proposed, for instance, changing the base from 1967 to 1960, which would have the effect of showing a higher average annual salary increase for faculty by de-emphasizing the last few years, where higher education has not done well at all. George Grossman will add more information on this later in the meeting. As soon as there is any further information on faculty salaries and operating budget, Mr. Lawrence will report it to the Senate.

5) Board of Trustees Meeting--Landscaping on the north campus, for which restricted funding is available (cannot be used for other purposes), was discussed at the meeting
The landscaping will begin this Spring; but, as a result of the discussion, expansion of the library parking lot will also be considered.

6) Other Universities--Minutes have now been received from the University of Washington Faculty Senate. Along with minutes from the other institutions, they are available for review in our Faculty Senate office.

7) Academic Plan--Mr. Lawrence has been asked to review the latest draft of the Academic Plan next week. It will then be made available to the Senate and faculty.

8) Council of Academic Deans--The meeting centered around approval of the recommendations from the Bookstore Advisory Committee. This item has also been placed on the agenda for this Faculty Senate meeting. The related problem of late textbook ordering by the faculty also emerged at the COAD meeting: the records show that only a small percentage of faculty observe the deadline for textbook orders. The Council agreed that the deans, working through department chairmen, must take responsibility for insuring that textbook order deadlines are met, but that those deadlines must also be reviewed to make them as realistic and convenient as possible. Mr. Lawrence asked the Senators to report to their departments and urge the faculty to accept its own responsibility in meeting the deadlines to be established.

C. Standing Committees

1. Academic Affairs Committee--Corwin King reported that the committee has been working on three projects:
   a) Whether there is a way of paying department chairmen for administrative work in the summer. The committee has conducted a survey of department chairmen on campus, and is now analyzing that data to see if some sort of policy can be worked out.
   b) Representation on the Senate. There are now 31 departments and programs on the Senate, 38 Senators (actually 42, with three students and the President), and there is some question as to whether or not it is getting too large a body for any real deliberation. The committee, currently considering whether or not there might be some ways to modify the composition of the Senate, has sent out a questionnaire to all of the faculty with a number of options identified for reducing and reconstituting the Senate.
   c) Program review and evaluation procedure. Essentially, the committee is considering whether or not there ought to be some way of streamlining that process, as well as whether or not the process does any good and is necessary at all.

2. Budget Committee--no report.

3. Code Committee--Owen Pratz reported that the Code Committee has completed the charges it received at the beginning of the year. A Code Hearing has been scheduled for Thursday, February 12, at four o'clock, in SUB 204-205, on a number of miscellaneous Code changes. One of these is on Merit and copies of the draft of the changes proposed (President Garrity's policy approved by the Senate last Spring) have been distributed at this Senate meeting. The Committee has also completed deliberations on the Lay-off Policy, and scheduled a Hearing on this proposed Code amendment for Thursday, February 26, at four o'clock, in SUB 204-205. Another item which will be scheduled for a Hearing, as soon as the committee has completed some legal checking, is the matter of Intermediate Disciplinary actions in the Grievance Procedure.

4. Curriculum Committee--Mr. Dean reported that the committee has now completed the charges given them, and that these items are on the agenda under New Business.

5. Personnel Committee--Mr. Kerr reported the committee has no new items to report on at this time. However, he recommended that the report on summer contingency contracts submitted at the last meeting be deferred for another meeting until the committee and the Senate receive further information from the Vice President for Academic Affairs.

D. Council of Faculty Representatives

George Grossman reported that CWU was pretty much by itself in its position on the CFR Resolution; the other universities were not nearly so concerned about the off-campus and summer programs. The next CFR meeting will be February 20th, in Olympia again.
NEW BUSINESS

A. Admissions Policy--The chairman announced that a proposal presented by the Ad Hoc Committee and approved by the Undergraduate Council, has been sent out with the Agendas. The Executive Committee has prepared an amendment to that proposal which is being distributed and will be presented at this meeting.

MOTION NO. 1997: Ms. Appleton moved, seconded by Mr. Brennan, to adopt the policy as presented.

MOTION NO. 1998: Mr. Tolman moved, seconded by Ms. Schactler, to amend the policy (as indicated on the proposal from the Executive Committee, dated 2/11/81) by substituting the following paragraph:

Students with a cumulative grade point average of 2.5 or higher at the time of application will be admitted. However, students with a grade point average below 2.5 are encouraged to apply and may be admitted provided that one or more of the following factors indicate a reasonable expectation that they can succeed academically at the University:

1. Evidence of academic growth
2. Analysis of stronger and weaker subject areas
3. Test results, preferably the Washington Pre-College Test (or the Scholastic Aptitude Test or American College Test)
4. Recommendations (when requested)
5. Personal interview (when requested)

for the original:

Students with a cumulative high school grade point average of 2.0 or higher are encouraged to apply. Those with a grade point average of 2.5 or higher at the time of application will be admitted. Students with a high school grade point average below 2.5 will be admitted provided that a number of factors indicate a reasonable expectation that they can succeed academically at the University. Among these factors are:

1. Evidence of academic growth
2. Analysis of stronger and weaker subject areas
3. Test results, preferably the Washington Pre-College Test (or the Scholastic Aptitude Test or American College Test)*
4. Recommendations (when requested)
5. Personal interview (when requested)

*While satisfactory test scores can help compensate for a low grade point average, low test scores will not adversely affect the applicant's admission decision.

Discussion ensued.

Motion No. 1998 passed by a hand vote of 28 yes, 2 no and one abstention.

Discussion on the main motion, as amended, ensued.

MOTION NO. 1999: Mr. Weeks moved, seconded by Ms. Schactler, to amend the second paragraph to state "to apply for admission students must file the CWU Undergraduate Application (or the Uniform Undergraduate Application for Admission to Four Year Colleges and Universities to the State of Washington), and an official copy of the high school transcript. Applicants will be notified of their admission status shortly after these materials are received after the following dates:"

The intent is to not require students to submit the results of the Washington College test or the Scholastic Aptitude Test or American College Test.

Motion No. 1999 voted on and failed by a majority hand vote.

Motion No. 1997 voted on and passed by a hand vote of 24 yes, 6 no and no abstentions.
B. Curriculum Committee recommendations--

MOTION NO. 2000: Mr. Dean moved, seconded by Mr. Klemin, to adopt the recommendation from the Curriculum Committee as follows:

RESPONSE TO THE UNIVERSITY CURRICULUM COMMITTEE CONCERNING A POLICY STATEMENT ON INDIVIDUAL COURSE MODIFICATIONS.

The Senate Curriculum Committee recommends that item 6, pages 8 and 9 of the Guide to Curriculum Change: Policies & Procedures also include the following:

h. course modifications which involve
   (1) changing the level
   (2) increasing or decreasing the total number of credits,
   (3) deleting or appending prerequisites, or
   (4) changing the course description substantially
   should be submitted to the UCC as new course requests.

i. course modifications which are limited to
   (1) editing the title
   (2) editing the description or prerequisites, or
   (3) renumbering within the same level
   should be considered as routine course changes.

MOTION NO. 2001: Ms. Shrader moved, seconded by Mr. Briggs, to amend by deleting in Item (3), under h, the words "deleting or."

Discussion ensued.

Motion No. 2001 passed by a hand vote of 17 yes, 13 no and 2 abstentions.

MOTION NO. 2002: Mr. Pratz moved, seconded by Mr. Briggs, to amend by deleting the remainder of (3) under h. Passed by a hand vote of 19 yes, 8 no, and 2 abstentions.

MOTION NO. 2003: Mr. Klemin moved, seconded by Mr. Canzler, to amend by inserting in Item i. the sentence removed from h. and to change the word "requests" to "additions" in the last sentence of Item h. Passed by a majority voice vote.

Motion No. 2000, as amended, voted on and passed by a majority voice vote.

ADJOURNMENT

The meeting adjourned at 5:00 p.m.

The next meeting will be February 25, 1981 at 3:00 p.m. in SUB 204-205.
FACULTY SENATE MEETING

3:00 p.m., Wednesday, February 11, 1981
SUB 204-205

I. ROLL CALL

II. CHANGES TO AGENDA

III. APPROVAL OF MINUTES of January 14, 1981

IV. COMMUNICATIONS
   A. Letter from Dean Schliesman, dated January 15, 1981
      re: transmission from Undergraduate Council of
      revised admissions policy proposal
   B. Letter from Vice-President Harrington, dated January 19, 1981
      re: approval of Richard Hasbrouck's appointment to
      University Curriculum Committee
   C. Letter from Ken Harsha, as Chairman of CFR, dated
      January 27, 1981,
      re: CFR Resolution on CPE budget recommendations
   D. Letter from Catherine Sands, dated January 27, 1981
      re: similar presentation of CFR Resolution
   E. Letter from Jerry O'Gorman, Benefits Administrator, dated
      January 29, 1981
      re: planning for a pre-retirement counseling program
   F. Letter from George Stillman, Chairman of the Art Department,
      dated February 2, 1981,
      re: request for free faculty parking permits

V. CURRICULUM PROPOSALS
   A. University Curriculum Committee proposals, page 576

VI. REPORTS
   A. Executive Committee
   B. Chairman
   C. Standing Committees
   D. CFR

VII. OLD BUSINESS
   A. Personnel Committee recommendations on Summer Contingency
      Contracts

VIII. NEW BUSINESS
   A. Admission Policy (attached)
   B. Curriculum Committee recommendations (attached)
   C. Bookstore Committee recommendations (attached)

IX. ADJOURNMENT
FACULTY SENATE MEETING OF

ROLL CALL

SENATOR

Appleton, Laura
Bentley, Robert
Brennan, James
Briggs, Kenneth
Canzler, David
Carlson, Frank
Dean, Robert
Duncan, Clint
Forsyth, Jay
Garrity, Don
Green, Michael
Gries, Peter
Grossman, George
Hawkins, James
Henniger, Michael
Hill, Edwin
Johnson, Wilbur
Jones, Robert
Kaatz, Martin
Kerr, Tom
King, Corwin
Klemin, V. Wayne
Lapen, Robert
Lawrence, Larry
Morris, Kathleen
Nylander, James
Peterson, James
Pratz, Owen
Sands, Catherine
Schactler, Carolyn
Shrader, Dorothy
Spithill, Alma
Stillman, George
Tolman, Rosco
Utzinger, John
Weeks, Gregory
Wheeler, Raymond
Wood, Richard
Worsley, Stephen
Vicek, Charles

ALTERNATE

David Kaufman
Don Ringe
Lawrence Lowther
Karen Jenison
Thomas Blanton
Daryl Basler
Barney Erickson
John Meany
Patrick O'Shaughnessy
Edward Harrington
Sidney Nesselroad
Helen Rogers
Betty Evans
Mary Ellen Matson
Gerald Brunner
Makiko Doi
Ken Hammond
Robert Jacobs
Roger Garrett
Connie Roberts
John Shrader
Keith Rinehart
Wells McInelly
Deloris Johns
Max Zwanziger
Clayton Denman
Bette Jeanne Sundling
Calvin Greatsinger
Duncan McQuarrie
Kenneth Cory
Nancy Lester
Peter Burkholder
Clair Lillard
Richard Jensen
Dale Samuelson
Esbeck, Edward
Ann McLean
FACULTY SENATE

VISITORS PLEASE SIGN

Jacqueline Emerson
M.L. disc
Helmi G. Hamb
Jean Steppen
Tom Deda

Myrtle Snyder
Blair Ballfield
Dorie Harper

Russell Snyder
Phil Backland

PLEASE RETURN TO THE RECORDING SECRETARY
January 15, 1981

Dr. Larry Lawrence  
Chairman  
Faculty Senate  
CWU  
Campus

Dear Dr. Lawrence:

Recently an ad hoc committee of Dr. Helmi Habib (Chairman), Dr. Jim Pappas, Dr. Mike Lopez, Dr. Greg Trujillo and Mr. Bruce Bradberry proposed the attached statement to govern admission of freshmen students to Central Washington University. The Undergraduate Council endorsed the statement during its meeting on January 14 and recommend its approval to the Faculty Senate.

Dr. Habib, Mr. Bradberry and I are available at your request to help answer questions or give explanations.

Thank you.

Sincerely,

Donald M. Schliesman  
Dean of Undergraduate Studies

cc: Vice President Harrington  
Professor Habib  
Mr. Bradberry
Dr. Larry L. Lawrence  
Chairman, Faculty Senate  
CWU, Campus  

Dear D. Lawrence:  

The appointment of Dr. Richard W. Hasbrouck to the University Curriculum Committee is approved.  

Sincerely,  

Edward J. Harrington  
Vice President for Academic Affairs
Dr. Larry Lawrence  
Chairman, Faculty Senate  
Campus

Dear Larry:

The Council of Faculty Representatives (CFR) adopted the following resolution at its meeting in Olympia on January 24, 1981:

RESOLVED that the Council of Faculty Representatives (CFR) fully endorses the Council for Postsecondary Education's priority placed on the preservation of the carry-forward instructional budgets and enrollments at the state's institutions of higher education. The CFR recognizes, however, the needs of selected institutions to support quality instruction in their off-campus and summer programs.

Extracting a stronger statement from the CFR for or against the CPE position was difficult or rather impossible to accomplish. Since each of the six public four-year institutions has some unique problems, the above resolution seemed appropriate under the circumstances.

Your letter certainly helped other institutions with limited summer and off-campus programs understand our problem. Thanks very much.

If you have any questions relative to this matter, give me a call.

Sincerely yours,

Ken Harsha  
Chairman, CFR

The CFR is composed of three faculty representatives from each of the six state-supported four-year colleges and universities of the state of Washington. It was created to permit the faculties of the four-year institutions to speak with one voice on issues affecting higher education in the state of Washington.
TO: Larry Lawrence, Chairman  
Faculty Senate  

FROM: Catherine J. Sands  

RE: CFR Resolution  

DATE: January 27, 1981

The following resolution passed at the CFR meeting January 23, 1981, re: CPE report.

The CFR fully endorses the CPE's priority placed on the preservation of the carry-forward instructional budgets and enrollments at the State's institutions of higher learning. We recognize, however, the needs of selected institutions to support quality instruction in their off-campus and summer programs.
January 29, 1981

MEMORANDUM

TO: Larry Lawrence, Chairman
    Faculty Senate

FROM: Jerry J. O'Gorman
    Benefits Administrator

SUBJECT: Pre-retirement Counseling Programs

It has been recommended that each of the four-year institutions begin development and/or enhancement of pre-retirement counseling programs. I have been directed to commence work on a proposal for a comprehensive pre-retirement counseling program here at Central.

The primary goal of this plan will be to inform CWU employees of the retirement options available to them here at Central, i.e. social security, WSTRS, PERS, TIAA/CREF, CWU Supplementation, early and phased retirement.

I would appreciate it if you would add this topic to your agenda for the upcoming Faculty Senate meeting as an information item and invite any senators, or their department colleagues, to contact me if they desire additional information or wish to volunteer their resources.

This program is scheduled for mid-March or April. Periodic announcements will be made as this plan develops.

Thank you for your consideration.

JJO/cak

cc: Donald L. Garrity, President
    Bernard Martin, Chairman
    Insurance & Retirement Committee
    Wadell D. Snyder, Director
    Personnel & Benefits

Kenneth K. Harsha
Business Administration

Maurice L. Pettit
Emeritus Professor

E. E. Samuelson
Emeritus Professor
MEMORANDUM:

TO: Larry L. Lawrence
    Faculty Senate Chairman

FROM: George Stillman
     Chairman

DATE: February 2, 1981

Attached is a suggested motion for the Faculty Senate. As we are both aware, such a motion is inappropriate and should be referred to a committee prior to any recommendation to the Senate. Incidentally, I believe the entire parking situation needs to be studied at length to include such items as fines, etc. - a matter which has come under protest by students as well as faculty.

On another subject, I find my attendance to the Faculty Senate meetings to be haphazard and will probably request that the department elect a new faculty senate member.
MEMORANDUM:

TO: Art Dept. Faculty Senator
FROM: Agars, Dunning and Fitzgerald

It is requested that you make the following motion at the next meeting of the Faculty Senate:

"I move that henceforth members of C.W.U.'s faculty be given parking permits without any cost to them."

J. Agars  W. Dunning  Q. Fitzgerald
February 6, 1981

Larry Lawrence, Chair
Faculty Senate
Edison 101 E

RE: Membership on Campus Judicial Council (WAC 106-120-051)

Dear Prof. Lawrence:

In order to conform to current practice as to the selection of faculty and student members of the Campus Judicial Council, the Council in a Jan. 28 meeting decided upon the following proposal for changes in WAC 106-120-051. The new wording, as drafted by Gregory Trujillo and Dick Meier of the Dean of Students office and revised and approved by the CJC, is submitted below for your consideration. (Words suggested for deletion are lined through, those to be added underlined.)

WAC 106-120-051 MEMBERSHIP IN CAMPUS JUDICIAL COUNCIL.

1. The Council shall consist of three four faculty members holding the rank of assistant professor or above, and six seven students, at least one of whom should be a graduate student. If a graduate student files for election to the council, at least three four of the student members are to be undergraduate students.

2. The faculty members of the council shall be designated by the Faculty Senate. The student members of the council shall be elected according to procedures indicated by the constitution of the Associated Students of Central. The faculty and student members will be designated at the beginning of each academic year. Six student members shall be elected three during winter quarter registration and three during spring quarter registration, each student being elected for a term of one calendar year, in accordance with the ASC By laws. Terms of office for students begin with the first day of instruction of the quarter following election to office.

3. A chairperson of the Campus Judicial Council shall be elected for a period of one year at the first meeting of the fall quarter, and shall continue in office until the person resigns, or is recalled. The duties of the chairperson are as follows:

We will appreciate any response you may have to this proposal in order that appropriate further steps may be taken.

Thank you,

Sincerely,

Tim Strong (Music, Hertz 207)
Chairman, Campus Judicial Council

cc: Gregory Trujillo
    Dick Meier
February 9, 1981

Dr. Larry L. Lawrence  
Chairman, Faculty Senate  
Central Washington University  
Campus

Dear Dr. Lawrence:

Would you please meet with your Executive Committee and appoint an ad hoc committee to review and recommend candidates for the Distinguished Professor award. The guidelines call for two members from each school or college; thus, we need six members one of whom will serve as chairman.

Thank you for your cooperation in this matter.

Sincerely,

Edward J. Harrington  
Vice President for Academic Affairs

jm
MOTION NO. 1924:

All -41, -91, -94, and -99 course proposals will be submitted from departments via the appropriate school dean to the Undergraduate or Graduate Dean for review and approval utilizing the same process as for -98 courses. Upon receipt of a proposal by the appropriate school dean, the dean will announce the course by prefix, number, title and credit to all department chairs, program directors, deans, Faculty Senate Chairman and others as appropriate for a two week comment period. Upon approval by the dean, proposals are then forwarded to the Undergraduate or Graduate Dean for review.

The first term offering of all -41, -91, -94, and -99 courses can proceed simultaneously with their submission for the approval process.
UNDERGRADUATE ADMISSIONS

FRESHMAN APPLICANTS

Students interested in entering Central Washington University who have no college work (other than courses taken in conjunction with the high school program) may apply as early as the fall term of their senior year in high school. Admissions decisions are made beginning in December for the coming summer and/or fall.

To apply for admission, students must file the Central Washington University Undergraduate Application (or the Uniform Undergraduate Application for Admission to Four-Year Colleges and Universities in the State of Washington), an official copy of the high school transcript, and the results of the Washington Pre-College Test (or the Scholastic Aptitude Test or American College Test). Applicants will be notified of their admission status shortly after these materials are received after the following dates:

For Spring, Summer, or Fall Quarter: December 1
For Winter Quarter: August 1

Students with a cumulative high school grade point average of 2.0 or higher are encouraged to apply. Those with a grade point average of 2.5 or higher at the time of application will be admitted. Students with a high school grade point average below 2.5 will be admitted provided that a number of factors indicate a reasonable expectation that they can succeed academically at the University. Among these factors are:

1. Evidence of academic growth
2. Analysis of stronger and weaker subject areas
3. Test results, preferably the Washington Pre-College Test (or the Scholastic Aptitude Test or American College Test)*
4. Recommendations (when requested)
5. Personal interview (when requested)

Applicants eighteen years of age or older who did not graduate and are no longer attending high school may be admitted based on the above criteria and the results of the General Education Development examination.

* While satisfactory test scores can help compensate for a low grade point average, low test scores will not adversely affect the applicant's admission decision.

(The Executive Committee will recommend adoption of this policy with deletion of the first sentence of paragraph 3 and the final starred sentence.)

2/11/81
UNDERGRADUATE ADMISSIONS

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Students interested in entering Central Washington University who have no college work (other than courses taken in conjunction with the high school program) may apply as early as the fall term of their senior year in high school. Admissions decisions are made beginning in December for the coming summer and/or fall.

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3. Test results, preferably the Washington Pre-College Test (or the Scholastic Aptitude Test or American College Test)
4. Recommendations (when requested)
5. Personal interview (when requested)

Applicants eighteen years of age or older who did not graduate and are no longer attending high school may be admitted based on the above criteria and the results of the General Education Development examination.
RESPONSE TO THE UNIVERSITY CURRICULUM COMMITTEE CONCERNING A POLICY STATEMENT ON INDIVIDUAL COURSE MODIFICATIONS.

The Senate Curriculum Committee recommends that item 6, pages 8 and 9 of the Guide to Curriculum Change: Policies & Procedures also include the following:

h. course modifications which involve
   (1) changing the level,
   (2) increasing or decreasing the total number of credits,
   (3) deleting or appending prerequisites, or
   (4) changing the course description substantially

should be submitted to the UCC as new course requests.

i. course modifications which are limited to
   (1) editing the title
   (2) editing the description or prerequisites, or
   (3) renumbering within the same level

should be considered as routine course changes.

RESPONSE TO THE UNIVERSITY CURRICULUM COMMITTEE REQUEST FOR A POLICY STATEMENT ON APPROVAL OF VARIABLE CREDIT FOR REGULAR COURSES.

The Senate Curriculum Committee recommends that the following statement replace the first sentence on line 7, page 15, of the Guide to Curriculum Change: Policies & Procedures.

Regular courses other than field experiences, honors, seminars, workshops, professional labs, or individual studies may be offered off-campus for credits less than that listed in the catalog provided the course is listed in the Schedule of Classes with an "X" appended to its number, e.g., SOC 459X, 3 credits.

RESPONSE TO THE UNIVERSITY CURRICULUM COMMITTEE REQUEST CONCERNING A POLICY STATEMENT ON -41 COURSES

The Senate Curriculum Committee recommends the following:

(1) No further requests for -41 courses, i.e., those listed as Studies in (Discipline), 1-6 credits, should be considered by the University Curriculum Committee.

(2) All existing -41 course listings should be deleted from the catalog.

(3) Senate Motion No. 1924, passed on 23 April 1980, be amended by deleting the term "-41" wherever it appears.
MEMORANDUM

TO: All Faculty

FROM: Faculty Senate Code Committee

DATE: January 28, 1981

RE: Code Hearing

A hearing on several proposed changes to the Faculty Code will be held at 4:00 p.m., Thursday, February 12, 1981, in Rooms 204-205 of the SUB. These proposed changes have been considered and approved by the Code Committee of the Faculty Senate. The changes proposed are:

1. Delete section 1.01 A(2) of the Code. This would recognize and formalize the exclusion of administrative faculty from membership in the Faculty Senate.

2. Delete section 1.25 A(4) of the Code. This would satisfy the President's request that his ex officio membership in the Faculty Senate be cancelled.

3. Delete section 2.10 B of the Code. This section is redundant.

4. Amend sections 2.127 A and 2.127 B of the Code to change retirement age to 70 and to permit full-time employment by the university on a year-to-year basis after retirement.

5. Amend sections 3.56 C and 3.57 A of the Code to create three year terms for members of the Grievance Committee and their alternates, stagger the terms so that only one new member and alternate need be appointed each year, and reduce the number of alternates from four to three.

6. Delete the sentence from section 2.47 A(4) "Merit increases are awarded in the same manner as promotions." and simultaneously insert as section 2.36 the portion of the text of the memorandum from the Vice-President for Academic Affairs, dated November 25, 1980, which describes criteria and procedures for merit.

Please bring a copy of the Faculty Code to the hearing. Copies of the proposed changes will be provided at the meeting itself.

OP: ep
TO: Faculty Senate
FROM: Personnel Committee
DATE: January 14, 1981
SUBJECT: Summer Contingency Contracts

A. The Issues:

The Senate Personnel Committee was charged with the responsibility for looking into practices regarding summer contingency contracts. In response to this charge the Committee addressed the following questions:

1) Is there a written University-wide policy on summer contingency contracts?

2) Have individual members of the faculty been treated equally with respect to such contracts?

3) Should the Faculty Senate make recommendations to change or modify summer contract provisions/procedures?

B. Findings:

Following is a summation of the principle findings of the Committee:

1) The practice of hiring Summer Session faculty on a contingency basis began in 1979. The practice is widespread among those institutions in which summer sessions must be self-supporting. At CWU, however, the summer session is budgeted. The apparent reason for making the change in 1979 was concern that financial deficits incurred during the Summer Sessions would have to be made up through cuts in the regular academic program. The contingency contract practice was thus seen as a means of assuring the continued integrity of the regular academic program of the University.

The practice appears to have been operating informally and the Personnel Committee was unable to find any written record or statement setting forth University-wide policy on this subject.

2) The 1980 Summer Session is the first in which the provisions of the contingency contracts were enforced. The committee found that:

   a) One contract was cancelled because of zero enrollment.

   b) The salaries of four faculty members were reduced because of insufficient enrollment.

   c) The salaries of four faculty members were not reduced although their classes were cancelled because of insufficient enrollment.

The evidence thus suggests that considerable discretion exists with
respect to enforcement of the contracts and that CWU faculty members
did not receive equal treatment in 1980.

3) The Personnel Committee informally contacted a number of faculty to
ascertain the general feeling about contingency contracts. The Committee
believes that the contracts do inspire anxieties and ill-feelings on
the part of faculty. Particularly aggravating is the fact that faculty
cannot be assured of summer earnings until after registration has been
completed. Moreover some faculty have expressed concern that the need
to fill very specific student quotas, lest one's salary be cut, induces
hucksterism and unseemly and inappropriate competition among faculty.

On the other hand, the savings that are generated by this practice would
thus far appear to be marginal. The Personnel Committee thus concludes
that the practice creates more problems than benefits for the Institution.

The Committee also recognizes that public funds should not be paid to
individuals who perform no service to the University during Summer
Session.

C. Recommendations:

The Personnel Committee makes the following recommendations:

1) Summer contingency contracts, as presently written, should be
discontinued.

2) Summer contracts should specify that, in the event of insufficient
enrollment, a faculty member will be assigned to other duties by the
appropriate dean of her/his school or college. The faculty member
will retain the option of declining the assignment, thus choosing
not to be employed in that particular Summer Session.

3) A written policy containing the operational details of this recommendation
should be published over the signature of the Vice-President for
Academic Affairs.