10-7-1981

CWU Faculty Senate Minutes - 10/07/1981

Esther Peterson

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MINUTES: Regular Faculty Senate Meeting, 3 June 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 Robert Lapen, Peter Gries, Gretchen Stohr, George Grossman, Corwin King, Gregory Weeks, Becky Prieur, Tom Kerr, Carolyn Schactler, James Peterson, and George Stillman.


CHANGES TO AGENDA

1) Under "New Business" delete item "D" Open Ended Course Proposal.

2) Under "Communications" add
   E. Letter from Eugene Kosy, concerning the petition for Faculty Review.
   F. Letter from Dean Williams, regarding formation of a "Department of Applied Sciences."

APPROVAL OF MINUTES

Correction to the minutes of May 20, 1981:

1) Under "New Business," page 7, Item E., Senate Reorganization. Delete the last sentence saying this will be an action item at the June 3rd meeting under Old Business. Since no motion was made, it should be carried forward under "New Business."

MOTION NO. 2050: Ms. Spithill moved, seconded by Mr. Burkholder, that the minutes of May 20, 1981 be approved as corrected. Passed by a unanimous voice vote and no abstentions.

COMMUNICATIONS

A. Letter from Dean Schliesman, dated May 21, 1981, requesting that the Faculty Senate approve the Undergraduate Council's recommendations for a Foreign Language/International Studies requirement.

   This recommendation has been referred to the Academic Affairs Committee for consideration.

B. Letter from Dean Schliesman, dated May 21, 1981, requesting that the Faculty Senate approve the Undergraduate Council's recommendations for 1981-82 "pilot year" freshman proficiency requirements in basic skills.

   This recommendation has been referred to the Academic Affairs Committee for consideration.

C. Letter from Gene Kosy, dated May 22, 1981, notifying the Faculty Senate that he will be sending a petition for Review by Faculty of Senate Motion No. 2027 (Withdrawal Policy).

D. Letter from Kent Richards, Associate Dean of Graduate Studies and Research, dated May 27, requesting that the Senate Executive Committee appoint a faculty replacement for Bob Gaines for the remaining one year of his term on the Faculty Research Committee.


   This will be considered at the Special Senate Meeting at 4 p.m. today.

F. Letter from Dean Williams, College of Letters, Arts & Sciences, regarding the formation of a "Department of Applied Science." Faculty members in or out of CLAS will be invited to consider joining this volunteer and unofficial "department," which proposes to identify problems and/or tasks, primarily local or regional in nature, and apply expertise and existing resources to solving these problems and performing needed tasks.
CURRICULUM PROPOSALS

A. University Curriculum Committee proposals--

1. Page 594
   a) ENGLISH -- PROGRAM DELETION
      MASTER OF ARTS ENGLISH (TUTORIAL)
   b) ENGLISH -- COURSE ADDITION
      ENG 202. Vocabulary Studies. (3)
   c) EDUCATIONAL MEDIA -- COURSE CHANGE
      As it appears, EDMD 470. School of Library Administration. (3)
      Proposed, EDMD 470. Management of School Media Centers. (2)

2. Page 595
   a) BUSINESS EDUCATION - Page 593, April 30, 1981 -- Delete descriptions
   b) TECHNOLOGY & INDUSTRIAL EDUCATION - FLIGHT TECHNOLOGY - COURSE ADDITIONS
      FL T 354. Aviation Safety and Survival. (3)
      FL T 356. Flight Safety and Accident Prevention. (3)

MOTION NO. 2051: Mr. Dean moved, seconded by Mr. Klemins, that the above course proposals, pages 594 and 595, be approved. Passed by a unanimous voice vote and no abstentions.

3. Chairman Lawrence then recognized Galer Beed, who requested that the three week waiting period be waived by the Faculty Senate in order to consider page 596, containing the proposal for a Flight Technology Program.

MOTION NO. 2052: Mr. Hill moved, seconded by Ms. Appleton, to waive the three week waiting period in order to consider the proposed Flight Technology Program, as recommended by the University Curriculum Committee, on page 596. Passed by a unanimous voice vote and no abstentions.

MOTION NO. 2053: Mr. Hill moved, seconded by Ms. Shrader, that the Senate approve the Flight Technology Program, on page 596 of the University Curriculum Committee proposals. Passed by a majority hand vote of 17 yes, 4 nay, and 6 abstentions.

Chairman Lawrence noted that the Senate could stipulate that the program will be reviewed at a later date when there is more time to do so.

REPORTS

A. Executive Committee--Rosco Tolman reported that the Executive Committee has made recommendations to the Vice President for Academic Affairs for next year's university committee. CFR and Standing Committee appointments will be considered early Fall quarter. Newly elected at-large senators are:

- Education, Position 1: George Grossman, Senator; Jan Reinhardtson, Alternate
- Education, Position 2: Lillian Canzler, Senator; Larry Wald, Alternate
- Physical Education: Jim Nylander, Senator; Stan Sorenson, Alternate

B. Chairman--

1) Academic Plan--The Senate Resolution on the Academic Plan has been delivered to President Garrity and Vice President Harrington, who will report it to the Board of Trustees.

2) Salary--Salary recommendations have been prepared by the Senate Budget Committee and will be discussed later in the meeting by Jay Forsyth.
3) Mr. Lawrence expressed his appreciation to the Senators for their efforts during his tenure, noting that it has been a productive year and a great deal has been achieved.

C. Standing Committees--
1. Academic Affairs--no report.
2. Budget Committee--no report.
3. Code Committee--no report.
4. Curriculum Committee--The Curriculum Committee met with Vice President Harrington and Dean Schliesman regarding open-ended courses. After a lengthy meeting, no consensus was reached. The issue is to be carried over into next year.
5. Personnel Committee--no report.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

A. Code amendment on 100% funding for professional leave--Mr. Pratz reported that a faculty hearing was held on the proposed Code amendment on May 27, 1981.

MOTION NO. 2054: Mr. Pratz moved, seconded by Mr. Tolman, the Senate approve changing the last sentence of 2.95 A. to read: "Faculty members given professional leave shall receive one hundred percent (100%) of the regular salary they would receive if they remained engaged in their usual duties, except as limited by state law." Passed by a unanimous voice vote and two abstentions.

B. Ratification of membership of Faculty Grievance Committee--The Executive Committee recommended that the Faculty Grievance Committee consist of the following:

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<th>Alternate members</th>
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<tr>
<td>Ken Gamon (1 year), chairman</td>
<td>Dolores Osborn (1 year)</td>
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<tr>
<td>Terry Devietti (2 years)</td>
<td>E. E. Bilyeu (2 years)</td>
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<td>Marco Bicchieri (3 years)</td>
<td>Makiko Doi (3 years)</td>
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MOTION NO. 2055: Ms. Appleton moved, seconded by Mr. Tolman, the above Faculty Grievance Committee membership be ratified. Passed by a unanimous voice vote and no abstentions.

RECESS

The regular Senate meeting recessed at 3:45 p.m.

SPECIAL SENATE MEETING

The Special Senate meeting convened at 3:45 p.m.

Chairman Lawrence noted that a valid petition to review Motion 2027 (Withdrawal Policy), signed by a sufficient number of signatures, had been received. The motion thereby returned to the floor of the Senate was as follows:

The policy on Course Withdrawal (to replace the statement on page 57 of the 1980-81 University Catalog as soon as it is feasible and to take effect as soon as possible) is as follows:

A student may make an uncontested withdrawal from a course through the end of the second full week of class. Between the beginning of the third and the end of the fifth full week a student may withdraw with the signature of the instructor and will receive either an E or a W.

Withdrawals after the fifth full week will be allowed only in cases of extreme hardship. A student wishing to withdraw during this period must present a
written petition to the Dean of Admissions and Records, with a copy to the instructor. If the Dean of Admissions and Records determines that there are extenuating circumstances, the student will receive a W.

The motion, as amended, passed by a majority hand vote and two abstentions at the regular meeting of May 6. The motion was now again on the floor to determine whether the Senate wished to uphold its action.

The floor opened for discussion, with a suggestion for limited time, on the motion.

MOTION NO. 2056: Mr. Tolman moved for the previous question, seconded by Ms. Sands. Passed by a two-thirds majority vote of 19 yes, 5 no, 2 abstentions.

MOTION NO. 2027 was voted on by roll call vote as follows:

Aye: James Brennan, Martin Kaatz, Rosco Tolman, Laura Appleton, Charles Vlcek, Michael Henniger, Clint Duncan, James Hawkins, James Hinthorne, Stephen Worsley, Robert Dean, David Canzler, Catherine Sands, Peter Burkholder, J. Nylander, and Larry Lawrence.


Abstain: Robert Jones

Motion No. 2027 was reaffirmed by a vote of 16 yes, 11 no, and 1 abstention.

Mr. Lawrence noted that in accordance with Section 1.65 of the Faculty Code, a final review will now be conducted by secret ballot of the entire faculty. A majority vote of those faculty voting on the question shall determine the outcome of the review and whether or not the Senate action is reversed.

ADJOURNMENT OF SPECIAL MEETING

The Special Senate meeting adjourned at 4 p.m.

RECONVENE REGULAR MEETING

The regular Senate meeting reconvened at 4 p.m.

C. Salary Proposal--

Jay Forsyth presented a report on the meeting of the Budget Committee concerning the salary proposal for the faculty.

MOTION NO. 2057: Mr. Forsyth moved, seconded by Mr. Pratz, for the adoption of the following statement:

The Faculty Senate recommends that all faculty members be given a 7.2% salary increase rounded up or down to the nearest whole step on the new scale effective October 1, 1981. In addition, beginning December 1, 1981, all faculty members will be given an annual full step growth increment on the new scale. All additional monies will be used for merit with merit becoming effective December 1, 1981.

A prolonged discussion ensued, with reservations expressed about adopting a proposal so suddenly, without opportunity for more careful consideration, but the necessity of submitting an immediate recommendation was accepted. The principles underlying the proposal received general approval: 1) disbursing the bulk of the salary monies in across-the-board percentage increases, 2) continuing the step increment pattern of the past two years, and 3) converting to the CPE salary schedules as soon as possible.

Motion No. 2057 was then voted on and passed by a unanimous hand vote and one abstention.

E. Proposal on Graduate Faculty--Copies of a modified policy statement on Graduate Faculty was distributed at the meeting, with Dean Comstock present to provide background information and answer questions.

MOTION NO. 2058: Mr. Brennan moved, seconded by Mr. Savage, to accept the proposed policy statement on Graduate Faculty. Passed by a unanimous hand vote and no abstentions.
Mr. Lawrence noted that the questions raised during discussion would suggest a possible future review of the basic policy.

F. Restructuring of Faculty Senate--This item for which no formal motion has yet been made, will be taken up some time during next Fall quarter.

ADJOURNMENT

The meeting adjourned at 4:50 p.m.
I. ROLL CALL

II. CHANGES TO AGENDA

III. APPROVAL OF MINUTES of June 3, 1981

IV. ADOPTION OF RULES AND MEETING SCHEDULE
   A. Operating procedures
   B. Yearly meeting schedule

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<td>December 2</td>
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C. Senate Parliamentarian

V. APPROVAL OF SENATE STANDING COMMITTEE APPOINTMENTS & CFR

VI. COMMUNICATIONS
   A. Letter from Ed Harrington, dated September 22, 1981
   B. Letter from Donald Garrity, dated June 18, 1981
   C. Letter from David Cenzler, dated September 30, 1981

VII. REPORTS
   A. Chairmán
   B. Executive Committee
   C. CFR

VIII. OLD BUSINESS

IX. NEW BUSINESS
   A. Election of Executive Committee member

X. ADJOURNMENT

Standing Committee members will meet immediately after the meeting is adjourned to organize and select a chairman.
### FACULTY SENATE MEETING OF

**ROLL CALL**

#### SENATOR

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VISITORS PLEASE SIGN

Timothy Jones - Education

[Signatures]

PLEASE RETURN TO THE FACULTY SENATE SECRETARY
October 7, 1981

At the June 3, 1981 Faculty Senate meeting, the following Withdrawal Policy was approved:

A student may make an uncontested withdrawal from a course through the end of the second full week of class. Between the beginning of the third and the end of the fifth full week a student may withdraw with the signature of the instructor and will receive either an E or a W.

Withdrawals after the fifth full week will be allowed only in cases of extreme hardship. A student wishing to withdraw during this period must present a written petition to the Dean of Admissions and Records, with a copy to the instructor. If the Dean of Admissions and Records determines that there are extenuating circumstances, the student will receive a W.

A letter from Vice President Harrington, dated September 22, 1981 has been received by the Senate office indicating the Council of Academic Deans is supporting it as recommended by the Senate except for minor changes, and now reads as follows:

A student may make an uncontested withdrawal from a course through the end of the second full week of class. Between the beginning of the third and the end of the fifth full week a student may withdraw with the signature of the instructor and will receive either a "WP" or a "WE".

Withdrawals after the fifth full week will be allowed only in cases of extreme hardship. A student wishing to withdraw during this period must present a written petition to the Dean of Admissions and Records, with a copy to the Dean of Admissions and Records, with a copy to the instructor. If the Dean of Admissions and Records determines that there are extenuating circumstances, the student will receive a "WP" or a "WE".
June 18, 1981

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

Dear Larry:

This is to confirm in writing our conversation regarding the Senate's recommendation to change the Code to provide 100% of regular salary on professional leave instead of the present 75%. As I indicated, there are several questions which must be addressed regarding this proposal. Two important questions among possibly more are staffing and budgetary impact and the consequence for small departments.

Until we can study the questions raised by this proposal I do not feel that it should be taken to the Board of Trustees. I know that you and other Senate members understand the need to delay presentation.

Sincerely,

Donald L. Garrity  
President

cc: Vice President Harrington  
    Vice President Jones  
    Professor Tolman
September 22, 1981

Dr. Rosco Tolman
Chairman
Faculty Senate
Campus

Dear Dr. Tolman:

This is to let you know that the Council of Academic Deans reviewed the proposed withdrawal policy which the Faculty Senate recently recommended. The deans are supporting it as recommended by the Senate except for minor emendations. Rather than using the "W" and "E" grade symbols, we have replaced them with "WP" and "WE". The "WP" will be recorded on the grade report and transcript when the student is succeeding in the course (as determined by the professor) at the time of withdrawal and the "WE" will be recorded when the student is failing at the time of withdrawal. Neither symbol will effect (figure into) the grade-point-average. These symbols will record a more accurate history of the student's association with the course. The new policy will become effective winter quarter, 1982 and will appear in the winter quarter class schedule booklet.

The policy statement now reads as follows:

A student may make an uncontested withdrawal from a course through the end of the second full week of class. Between the beginning of the third and the end of the fifth full week a student may withdraw with the signature of the instructor and will receive either a "WP" or a "WE".

Withdrawals after the fifth full week will be allowed only in cases of extreme hardship. A student wishing to withdraw during this period must present a written petition to the Dean of Admissions and Records, with a copy to the Dean of Admissions and Records, with a copy to the instructor. If the Dean of Admissions and Records determines that there are extenuating circumstances, the student will receive a "WP" or a "WE".

Sincerely,

Edward J. Harrington
Vice President for Academic Affairs
September 30, 1981.

Roscoe Tolman
Chairman, Faculty Senate

Dear Roscoe,

Because of my teaching assignment in China during the 1981-82 academic year, I regretfully am forced to resign my position as an at-large member of the Faculty Senate Executive Committee.

Sincerely,

[Signature]

David G. Canzler
MEMORANDUM

TO: Dr. Rosco Tolman, Chairman
Faculty Senate

FROM: Jean Putnam, Director
Summer Session

RE: Modification in Length of 1982 Summer Session

I am suggesting a change in our current summer session from nine to eight weeks which I initiated last winter. I felt such a change would be advantageous for the students as well as the faculty and the administration. It may well encourage more students to attend the full session and the second session, both of which are not well attended. Also it would alleviate the problem of processing grades for fifth-year students in time to contact school districts prior to the start of the public schools and would give those students a few days off between summer session and public school teaching. Over 50% of our students are in their fifth year or doing graduate work.

This modification would be given a one year trial period and would not alter faculty loads and contracts. It has been reviewed by the Undergraduate Council, the Council of Academic Deans, who in turn discussed it with their respective chairs. Also, it has been reviewed by the registrar for any mechanical problems that might result. Last June I discussed it with Larry Lawrence who didn't feel we probably needed to have it go through Senate officially if it were not a major change but I felt it would be best to have the Academic Affairs Committee respond if they felt there were any serious ramifications that have not already been considered.

I would appreciate some response from the Senate as early as possible because I am holding back the printing of the planning guide which I would like to distribute by November 1.
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<td>Peter Burkholder</td>
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<td>Wn. Center for Early Childhood Education</td>
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<td>Kenneth Briggs</td>
<td>Karen Jenison</td>
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<td>President (ex officio)</td>
<td>3</td>
<td>*Jim Nylander</td>
<td>Stan Sorenson</td>
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<td>ASC/Board of Control</td>
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<td>Tom Kerr</td>
<td>Robert Jacobs</td>
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<td>Owen Pratz</td>
<td>Max Zwanziger</td>
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<td>*Roger Fouts</td>
<td>Larry Sparks</td>
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<td>John Dugan</td>
<td>David Kaufman</td>
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<td>Edwin Hill</td>
<td>Gerald Brunner</td>
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<td>Fran Bovos</td>
<td>Trudy Rodine</td>
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<td>Donald L. Garrity</td>
<td>Edward J. Harrington</td>
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1981-82 FACULTY SENATE
STANDING COMMITTEES

Senate Executive Committee
Rosco Tolman, Chairman
Owen Pritz, Vice-Chairman
Catherine Sands, Secretary
Robert Dean, at-large

Senate Code Committee
*James Hinthorne
*Larry Lawrence
Charles McGehee
Larry Wald
Bill Wensley

Senate Academy Affairs Committee
*Frank Carlson
*John Dugan
Walter Emken
*Peter Gries
*Corwin King

Senate Curriculum Committee
*Robert Jacobs
Otto Jakubek
*Wayne Klemin
*Carolyn Schactler
Tim Young

Senate Budget Committee
*George Grossman
+Karen Jenison
Bernard Martin
Karen Martinis
+Larry Sparks

Senate Personnel Committee
Sherrie Chrysler
*Robert Jones
+Nancy Lester
*Daniel Ramsdell
+Keith Rinehart

COUNCIL OF FACULTY REPRESENTATIVES (CFR)

James Alexander
Barney Erickson
Ken Harris

*Senator
+Alternate

12/7/81
1. **Robert's Rules of Order** will be the principal procedural operation.

2. Committee reports will be automatically accepted. If there is an action item that the 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 Committees will be asked to submit a report and written copies of any motion or action that they would like to have taken.

3. On discussion rules, the Senate will continue to use the procedure of seeking recognition from the Chair if they want to debate an issue. Discussion on arguments for and against the issue will be alternated. Visitors will be given recognition if the floor is yielded to him by a Senator. If no Senator desires to speak and a visitor has a point he wants to make, the Chair will recognize the person. If a visitor has made a preliminary request to the Senate office for an opportunity to speak, he will be recognized, or if the Chair invites a person to speak.

4. The "No Smoking" rules will apply during actual meeting time.

5. Adjournment time will be at 5 o'clock, unless a motion for suspension of the rules is made and passes by a two-thirds majority vote.
1. **Main Motion** - Primary proposals for group action.

2. **Secondary Motions (24)** - Come after or arise in the course of discussion of a main motion.

   **Subsidiary Motions (7)** - Direct involvement with main motions and procedures for handling them.

   12. **Motion to postpone indefinitely** - used to avoid direct vote on main motion or to test relative strength of contending views.

   11. **Motion to amend** - used to revise language of main motion to achieve greater precision and clarity of meaning or to modify the substance of the main motion. Only one amendment to an amendment is permitted.

   10. **Motion to refer** - used to refer main motion to a committee for study and investigation.

   9. **Motion to postpone to definite time** - used to defer action on main motion, usually to connect discussion of the motion with some other relevant activity of the assembly. Debate only merits of postponing.

   8. **Motion to limit or extend debate** - used to control the length of discussion by limiting or extending the time permitted each speaker. (2/3), amendable, not debatable.

   7. **Motion to close debate** - used to terminate discussion of one or more pending questions and request immediate vote. (2/3), not debatable.

   6. **Motion to lay on the table** - used to suspend discussion of a motion temporarily when more urgent matters arise, but presupposes the resumption of business at point of suspension. Not amendable nor debatable.

**Privileged Motions (5)** - Lack direct relation to a pending main motion and refer to procedures. Purpose is to protect the rights of members and insured the integrity and welfare of the whole assembly.

5. **Call for orders of the day** - call attention to departure from established agenda or order of business. Can interrupt speaker, cannot be amended and is not debatable. (2/3) negative vote required to defeat the call.
(4) **Question of rights and privileges** - used to call attention to urgent matters which affect rights of individuals. May interrupt a speaker.

(3) **Request for recess** - used to request a brief suspension of business for or until a specified time for any number of reasons. Can debate only the length of recess.

(2) **Motion to adjourn** - used to terminate a meeting immediately. Not amendable or debatable.

(1) **Motion to fix time for an adjourned meeting** - used to establish the time and place of the next meeting of the assembly in the situation in which pending business must be considered before the next regular meeting. Can be amended as to time & place of meeting.

**Incidental Motions (9)** - Deal strictly with procedural problems and usually take the form of requests by a member to be acted on by the chairperson.

**Request for information**

**Parliamentary inquiry** - used to request assistance with ongoing parliamentary situation.

**Point of order** - used to call attention of the chair and assembly to an infraction of procedure rules.

**Objection to consideration** - used to suspend discussion of a matter which members believe unsuitable.

**Appeal from the decision of the chair** - used to require the chair to submit its ruling to the assembly for approval. Debatable if motion to which it is incidental is debatable.

**Division of the question** - used when a motion consists of more than one part and a member believes it appropriate to vote them separately.

**Division of the assembly** - used to require a count or recount when chair's report is questioned.

**Withdraw a motion** - must be voted upon if objected to.

**Suspension of the rules** - (2/3)
Restorative Motions (3) - Return to previous business.

Motion to take from the table - priority over subsidiary but not privileged or incidental motions.

Motion to reconsider - used to recall a previous motion during the same meeting or succeeding day in sessions running longer than one day. May interrupt a speaker and has priority over subsidiary and privileged motions, including even the motion to adjourn.

Motion to rescind and/or expunge - Previously adopted motion can be rescinded in whole or in part.

The following describe the various forms that an amendment may take. An amendment to an amendment may not change the form but may change the substance.

Forms of Amendments:

a) ...to "add" or "insert" words or paragraphs

b) ...to "strike out" words or paragraphs

c) ...to "strike out" words or paragraphs and to "insert" others

dj) ...to "substitute" another resolution or paragraph

e) ...to "divide the question" into two or more questions
Chairman Tolman noted that the Senate has been receiving letters regarding the declaration by President Garrity of financial exigency. These communications are being considered by the Senate Executive Committee. He requested that anyone wishing to make suggestions on the matter should address those communications to the Executive Committee rather than to the Senate, as they will be considered confidential.

REPORTS

A. Chairman's Report--

1) Salary Policy--Mr. Tolman met early in the summer with the President and Vice President of Academic Affairs to work out a way to implement the salary scale adopted by the Senate last spring.

2) Budget Reduction--Mr. Tolman and Mr. Grossman met with the University Budget Committee for three days, deliberating with them how the budget reduction might be accomplished. The results of that meeting have been reported to the Board of Trustees and to the faculty.

Mr. Tolman noted that since the President has declared a state of financial exigency, the Senate Executive Committee and the Vice President for Academic Affairs will jointly be developing a lay-off plan and would welcome any input by letter to the Executive Committee. He pointed out that the involvement of the Faculty Senate will not be until the lay-off plan has been drawn up in draft form, and will not be until after the special session of the legislature. It will then only go before the Senate for discussion and input. It is the responsibility of the Executive Committee and the Vice-President for Academic Affairs and the President to agree on a final version of the lay-off plan should one become necessary.

B. Executive Committee Report--

1) The committee met and tentatively approved Military Science 101 and 310 courses in order to allow them to be offered fall quarter. These courses will be presented to the Senate for ratification. At that time the Senate will also consider the other Military Science courses as well as the Military Science major.

2) The Senate Executive Committee met with President Garrity and Vice President Harrington on October 1st and at that time they did concur that a state of financial exigency did exist. This is required by the Faculty Code to begin lay-off procedures. A letter has been sent to the President verifying this concurrence.

C. CFR--The CFR met last week; however, no one was present to report on that meeting.

Mr. Tolman noted that he had met with Jim Alexander because he wanted a statement from the Faculty Senate regarding its position on tenure. Mr. Tolman is of the opinion that the CWU Faculty Senate believes that tenure is very important and must be a major consideration in any lay-off deliberations. Mr. Alexander planned to express to the CFR the feeling that CWU would not be willing to suspend tenure.

OLD BUSINESS

There was no old business.

NEW BUSINESS

A. Election of Executive Committee at-large member--

Nominees were:

- Clair Lillard
- Wayne Klemin
- Frank Carlson

Wayne Klemin was elected on the second ballot.

ADJOURNMENT

The meeting adjourned at 3:50 p.m. Standing Committee members met immediately afterward to organize and select their chairman.

The next regularly scheduled meeting will be October 21, 1981, at 3:10 p.m., in SUB 204-205.
MINUTES: Regular Faculty Senate Meeting, 7 October 1981
Presiding Officer: Rosco Tolman, 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 Clint Duncan, Henry Eickhoff, and Roger Fouts.

Visitors Present: Timothy Young, Dale Comstock, Karen Martinis, Sherrie Chrysler, Phil Backlund and Bernard Martin.

CHANGES TO AGENDA

1) Under "Communications" add

D. Letter from Jean Putnam, received October 2, 1981.

APPROVAL OF MINUTES

MOTION NO. 2059: Ms. Sands moved, seconded by Mr. Dean, that the minutes of June 3, 1981 be approved. Passed by a unanimous voice vote and no abstentions.

ADOPTION OF RULES AND MEETING SCHEDULE

A. Operating procedures

1. Robert's Rules of Order will be the principal procedural operation.

2. Committee reports will be automatically accepted. If there is an action item that the 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 Committees will be asked to submit a report and written copies of any motion or action that they would like to have taken.

3. On discussion rules, the Senate will continue to use the procedure of seeking recognition from the Chair if they want to debate an issue. Discussion on arguments for and against the issue will be alternated. Visitors will be given recognition if the floor is yielded to him by a Senator. If no Senator desires to speak and a visitor has a point he wants to make, the Chair will recognize the person. If a visitor has made a preliminary request to the Senate office for an opportunity to speak, he will be recognized, or if the Chair invites a person to speak.

4. The "No Smoking" rules will apply during actual meeting time.

5. Adjournment time will be at 5 o'clock, unless a motion for suspension of the rules is made and passes by a two-thirds majority vote.

MOTION NO. 2060: Mr. Lawrence moved for approval, seconded by Mr. Lillard, with the proviso that some of the items are covered in the Faculty Senate By-Laws and some are not. Passed by a unanimous voice vote and no abstentions.

B. Yearly meeting schedule

<table>
<thead>
<tr>
<th>Fall Quarter</th>
<th>Winter Quarter</th>
<th>Spring Quarter</th>
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<tbody>
<tr>
<td>October 7, 21</td>
<td>January 13, 27</td>
<td>April 7, 21</td>
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<tr>
<td>November 4, 18</td>
<td>February 10, 24</td>
<td>May 5, 19</td>
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<tr>
<td>December 2</td>
<td>March 10</td>
<td>June 2</td>
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MOTION NO. 2061: Mr. Lillard moved, seconded by Mr. Lawrence, to approve the yearly meeting schedule. Passed by a unanimous voice vote and no abstentions.

C. Senate Parliamentarian

Phil Backlund has again agreed to serve as Senate Parliamentarian.

MOTION NO. 2062: Mr. Dean moved, seconded by Mr. Hammond, to ratify the appointment of Phil Backlund as Senate Parliamentarian. Passed by a unanimous voice vote and no abstentions.
APPROVAL OF SENATE STANDING COMMITTEE AND CFR APPOINTMENTS

A list of Executive Committee appointments to the Senate Standing Committees and CFR for 1981-82 was distributed, as follows:

**Senate Academic Affairs Committee**
- *Frank Carlson
- *John Dugan
- Walter Emken
- *Peter Gries
- *Corwin King

**Senate Code Committee**
- *James Hinthorne
- *Larry Lawrence
- Charles McGehee
- *Larry Wald
- Bill Wensley

**Senate Personnel Committee**
- Sherrie Chrysler
- *Robert Jones
- *Nancy Lester
- *Daniel Ramsdell
- *Keith Rinehart
- Senator
- Alternate

**Senate Budget Committee**
- *George Grossman
- Karen Jenison
- Bernard Martin
- Karen Martinis
- Larry Sparks

**Senate Curriculum Committee**
- Robert Jacobs
- Otto Jakubek
- *Wayne Klemin
- *Carolyn Schactler
- Tim Young

**Council of Faculty Representatives (CFR)**
- James Alexander
- Barney Erickson
- Ken Harsha

MOTION NO. 2063: Mr. Pratz moved, seconded by Mr. Lillard, that the Senate ratify the appointment of Barney Erickson to the CFR. Passed by a unanimous voice vote and no abstentions.

MOTION NO. 2064: Mr. Hinthorne moved, seconded by Ms. Evans, that the Senate ratify the Senate Standing Committee appointments. Passed by a unanimous voice vote and no abstentions.

**COMMUNICATIONS**

A. Letter from Donald Garrity, dated June 18, 1981, confirming his conversation with Mr. Lawrence regarding the Senate’s recommendation to change the Code to provide 100% of regular salary on professional leave instead of the present 75%. He indicates he does not feel it should be taken to the Board of Trustees until the questions of staffing and budgetary impact and the consequence for small departments can be studied.

B. Letter from Vice President Harrington, dated September 22, 1981, noting the Council of Academic Deans are supporting the proposed withdrawal policy as recommended by the Faculty Senate except for a minor change of replacing the "W" and "E" grade symbols with "WP" and "WE". The "WP" will be recorded on the grade report and transcript when the student is succeeding in the course (as determined by the professor) at the time of withdrawal and the "WE" will be recorded when the student is failing at the time of withdrawal. Neither symbol will effect (figure into) the grade point average. These symbols will record a more accurate history of the student’s association with the course. The new policy will become effective winter quarter, 1982 and will appear in the winter quarter class schedule booklet.

C. Letter from David Canzler, dated September 30, 1981, resigning as an at-large member of the Faculty Senate Executive Committee because of a teaching assignment in China during the 1981-82 academic year.

C. Letter from Jean Putnam, received October 2, 1981, suggesting a change in the current summer session from nine to eight weeks. The modification would be given a one year trial period and would not alter faculty loads and contracts. She is requesting the Academic Affairs Committee to review the proposal as to any serious ramifications that have not already been considered before November 1.

The question was raised as to the principle of whether or not the Withdrawal Policy could be changed. Chairman Tolman noted that this would be an action item on the Agenda at the next meeting as to whether the Senate either affirms the changes made by the Council of Academic Deans or confirms its original position.