

1-11-2017

## CWU Faculty Senate Minutes - 11/11/17

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**REGULAR MEETING**  
**Wednesday, January 11, 2017, 3:10 p.m.**  
**BARGE 412**  
**Minutes**

**ROLL CALL: All senators or their alternates were present except:** Kim Bartel, David Bieloh, Matthieu Chapman, Donald Davendra, Susan Donahoe, Kim Jones, Teresa Sloan, and Tim Sorey

**Guests:** Sarah Swager, Carolyn Thurston, Kevin Archer, Christopher Boone, Lindsey Brown, Julia Stringfellow, Kathy Whitcomb, Stacey Robertson, Patricia Cutright, Tim Englund, Teri Walker, Tayler Tanked, Bernadette Jungblut, and Kathryn Martel

Meeting was called to order at 3:11 p.m.

**CHANGES TO AND APPROVAL OF AGENDA - Approved**

**MOTION NO. 16-35(Approved): APPROVAL OF MINUTES** of November 30, 2016

**COMMUNICATIONS –** There were no communications.

**Gene Shoda – CAPS+** - Gene Shoda, Vice President of Operations gave a presentation on CAPS+. This is a new degree planning program for students. CAP+ is integrated with many of the tools we use currently. The program is adaptable for mobile devices. This allows students to select a degree and helps them to plot a multi-year plan. It applies credits already taken or transferred in. This will provide feedback to the student on progress, their GPA and should provide the student and advisor with better information for advising. This planning tool should also help with time to graduation and retention rates. This could also help departments with seat demand planning. The steering committee is currently in the configure and development phase. They will be moving into the test and training phase in February and March and plan to go live in April.

**FACULTY ISSUES –** Senator Harper brought an issue regarding the waitlist for classes. She had a student add a class that wasn't on the waitlist. There were three students on the waitlist, but none of those students were added to the course and they had been attending hoping to get in. There appears to be a gap for students who are on the wait list. Senator Altman asked about a procedure that the Bookstore has developed on making students pick up the green or blue test booklets from the bookstore. Departments are no longer allowed to pick up what they need and distribute them in the classroom.

**Senate Chair updates –** Chair Rajendran gave an updated on the Environmental and Safety Manager. A candidate has been selected and they are doing the reference checks and should be in place in February. The faculty issue involving CWUP 5-90-040 Last Week of Instruction policy will be addressed during the AAC committee report.

**PRESIDENT:** President Gaudino thanked Gene Shoda for his excellent service to Central. His contract with Central will be concluding the end of January. There is a search in progress for the Vice President of Operations and there was a candidate on campus yesterday. The second candidate will be on campus Friday. Kurt Lohide, from the Registry, will serve as interim VP of Operations until the position is filled. Friday they will be finalizing the calendar for the south neighborhood project. The plan is to make Bouillon Hall a one stop student services center with Advising, Testing, and Financial Aid and Registrar office in one spot. Currently in four different buildings. Communication will be moving into Lind Hall and Math will move into Samuelson when it is finished. The Old Heat building is currently being renovated and will become a welcome center.

**PROVOST:** Provost Frank recently sent out an email with an update on some of the work she is engaged in. She has met regularly with Faculty Senate, UFC, ADCO and has been very helpful. The budget process is ongoing. There will be forums during winter quarter as mentioned in the email. Specific dates, times and places will be sent out soon. The budget forums will be college focused. The final budget process will begin spring quarter. Provost Frank reported that most faculty have completed the FERPA training. She indicated that if faculty or departments are going through specialized accreditation to please contact Bernadette Junglbut early in the process. The Bookstore has introduced a way to significantly reduce costs of textbooks for students. The Sammamish MOU has been signed and they are now working on the lease agreement. The search is beginning for the new Associate Provost position. Additional information is posted on the HR website. Currently the search firm is handling inquires.

**STUDENT REPORT** – Ryan Zimmerman reported that the last scholarship event is January 20 in the SURC from 11:00-1:00. This is the third event that they have held. They will be looking at what worked this year to plan for next year. The Veteran's memorial task force is getting up and going. Gregg Schlanger is working on the design. They are looking at decoupling S&A fees with tuition. ASCWU will be having a club fair prior to the basketball game tomorrow to get some club exposure. Student Academic Senate participation has come up, but they still need 8 more senators.

## **OLD BUSINESS**

**Motion No. 16-14(postponed to 2/1/17):** Recommends the addition of Faculty Code Section VI Vote of No Confidence as outlined in Exhibit X.

**Motion No. 16-14a(postponed to 2/1/17):** The Bylaws & Faculty Code committee moves to amend Motion No. 16-14 as presented in green on Exhibit X.

## **REPORTS/ACTION ITEMS**

### **SENATE COMMITTEES:**

#### **Executive Committee**

**Motion No. 16-36(Approved):** Ratify 2016-17 committee vacancies as presented in Exhibit A.

**Motion No. 16-37(Approved as amended):** Recommend endorsement of the Values Affirmation Statement as outlined in Exhibit B.

**Motion No. 16-37a(Approved, 1 abstention):** Senator Mitchell moved to amend Motion 16.37 to read: The university is committed to providing adequate mental health, advising, & counseling services for all students, provided by professionals who have competency in working with marginalized communities. Senator Erdman seconded.

#### **Academic Affairs Committee**

**Motion No. 16-27(Withdrawn by committee):** Recommends the addition of CWUP 5-90-070 Interdisciplinary Programs as outlined in Exhibit C. Lipori indicated that the committee did not have an opportunity to review this proposal. Committee is withdrawing this proposal. The committee would like feedback. There is a workgroup on interdisciplinary programs. Cummings - there is a committee that will be getting together to look at these issues and should get together with AAC.

**Motion No. 16-38(Approved):** Recommends amendments to CWUP 5-90-040 (35) Last Week of Instruction as outlined in Exhibit D.

Senator Lipori - faculty issue at last meeting. Departments concern what is exactly an examination and what is a test. What is allowed during the last week of class. No more than test or exam can be 20% of course grade.

**Budget & Planning Committee** – Senator Temple briefly highlighted the Core Values statement in their written report. They are currently running this draft through different groups to obtain feedback. Senators were encouraged to provide any feedback to the committee on the draft. Written report may

be viewed in the Faculty Senate office.

### **Curriculum Committee**

**Motion No. 16-39(Approved):** Recommends approval of a new minor in Entrepreneurship as outlined in Exhibit E.

Written report may be viewed in the Faculty Senate office. Teri Walker briefly highlighted some areas in their written report. The Curriculum Committee reviewed 87 proposals during fall quarter. At the beginning of January there are 128 proposals for the committee to review. She encouraged departments to start looking now for next catalog year at what changes or additions they would like to curriculum. The deadline for new degree programs is March 3, 2017. New courses for fall also need to be in by March 3 to make the catalog deadline. She reminded faculty that pending curriculum that is in the review process is not saleable to students. Those programs are not available to students and when recruit them to programs that have not gotten the final approval it is dangerous for our students.

**Evaluation & Assessment Committee** - No report. Working on questions for academic administrators should finalize those at their next meeting.

**General Education Committee** - No report

**Baccalaureate Task Force** – Lene Pedersen gave a brief update on the Baccalaureate Task Force. Lene, Stacey Robertson and Bernadette Jungblut are the co-chairs of the Task Force. The group will have workgroups: Academic Advising and Career Services, Teacher-Scholar Faculty, Liberal Arts Education & Professional Programs, Diversity & Inclusivity, Library & Information Technology Services, Mapping & Assessing Student Services, Outcomes and Assessments, Survey Administration and Analyses, and Transfer Students. Senators were encouraged to let their colleagues know of the opportunity to serve on these workgroups. The call will be open until January 25. The groups will be populated quickly and hope to have charges by February 2. The workgroups will complete their research and prepare a preliminary report. The task force will solicit university feedback and will give a status report at the May 31, 2017 Faculty Senate meeting and to the BOT in July. They are hoping to have a summit next fall to envision a way forward and to produce a plan of action.

**General Education Redesign Team** – Eric Cheney gave a brief update on the general education redesign process to date. The task for this winter is the general education framework. The task force as been studying a number of colleges and looking at what a framework might look like. The task force hopes to have a draft report and survey out next week to get feedback from the campus community. There will be drop-in workshops on January 20<sup>th</sup> one from 10:00 – 12:00 and an afternoon session 1:00 – 3:00 p.m. in the Wildcat Event Center. January 27 will be another opportunity to provide feedback. The second draft will be out to campus February 14<sup>th</sup> and ideally a vote on March 1<sup>st</sup> at the Faculty Senate meeting.

**Faculty Legislative Representative** – Steve Hackenber reported that things are off to slow start in Olympia. One item on the Council of Faculty Representatives (CFR) agenda is faculty representation on BOT or Board of Regents and the public baccalaureate institutions in Washington. Currently there are only 4 bills dealing with higher education. The Ormsby award nomination will be out next week. Steve encouraged faculty to come to Olympia during the session. Steve will be stepping down as FLR at the end of this academic year and the Executive Committee will be taking applications for those interested.

**CHAIR:** No report.

**CHAIR-ELECT:** Chair-Elect Stoddard reported there will be an open Executive Committee meeting is next Wednesday, January 18, 3:10 in Faculty Center. The next Faculty Friday will be January 20<sup>th</sup> at 5:00 p.m. In Faculty Center. Senate will be sending out the call for FLR for those who are interested. This is a three year term commitment.

**NEW BUSINESS** - None

Meeting was adjourned at 4:47 p.m.

# Exhibit A

Committee	Name	Department	Term
<b>Budget &amp; Planning</b>			
1 CEPS vacancy	Vacant		6/15/16 – 6/14/18
1 CAH vacancy	Todd Shiver	Music	6/15/16 – 6/14/17
<b>General Education Committee</b>			
2 CB vacancies	Vacant		6/15/16 – 6/14/18
	Vacant		6/15/16 – 6/14/19
1 COTS vacancies	Vacant		6/15/16 – 6/14/18

# Exhibit B

## Values Affirmation Statement

The Faculty Senate Executive Committee and faculty of Central Washington University issue this affirmation of our shared values, at this important, and uncertain, moment in history. This statement affirms President Gaudino's December 1, 2016 letter to the campus university on immigration matters and amplifies our shared ethical commitment to all our students.

We unequivocally express our support and compassion for all our students who may be undocumented or whose citizenship status may be ambiguous. We recognize with great concern that students who have had "Deferred Action for Childhood Arrival" (DACA) status are anxious about their futures and the futures of their families and loved ones. We note that President Gaudino co-signed the national open letter by university and college presidents calling for a continuation of the DACA policy, and we affirm that all DACA students are valued members of our university community. We are all committed to the education and positive development of our DACA students, and all others whose citizenship status may be ambiguous or undocumented, within a safe and respectful environment. To the extent permissible by law, we pledge to do everything we can to honor and provide a safe educational environment, in every classroom and on all the university campuses, for all students regardless of documentation or citizenship status.

Specifically, we express support for the university's commitment to the following policies and principles:

- The university is committed to its educational mission. It has no affirmative responsibility to enforce immigration law, and will not initiate any such action. This remains the responsibility of Federal authorities.
- The university is committed to safeguarding student privacy and will not release student educational records, information about students' immigration status, or biometric data, such as fingerprints, to law enforcement agencies, including ICE, without a specific court order.
- Campus police remain committed to respecting the rights and privacy of all students. They do not question people about their immigration status and will not arrest or detain undocumented persons simply because they are undocumented.
- The university does not make admissions or other decisions about students based on immigration status, and does not request immigration documentation (except as needed to determine the eligibility of "HB 1079" students for resident tuition rates).
- The university is committed to providing adequate mental health, advising, & counseling services for all students, provided by professionals who have competency in working with marginalized communities. Erdman seconded. While we protect freedom of speech, sometimes even offensive speech, we do not tolerate unlawful harassment, threats, or hate crimes as defined under our student conduct code or applicable law.
- The university welcomes and affirms the values of diversity and inclusiveness, as well as the right of all students to be free from unlawful interference with the attainment of their educational goals.

We recognize the national legal and political environment on immigration enforcement matters is fluid and may change in the coming months. We pledge to work compassionately with all students who have immigration concerns and provide timely and transparent updates on relevant university policies and resources.

Submitted by Senator Mark Auslander and endorsed by the Senate Executive Committee

# Exhibit C (Postponed)

## CWUP 5-90-070 Interdisciplinary Programs

### (1) Governance Structure

#### (A) Program Charter

1. Each program will establish a charter: The charter will
  - a. Define the mission and objectives of the program.
  - b. Establish residence of the program according to the program residence policy (5-50-100(3)).
  - c. Address issues particular to the administration of each program in the context of this policy, as needed.
2. The charter will be reviewed for currency every three years or more frequently as needed.

#### (B) Interdisciplinary programs provide a flexible structure in order to:

1. Foster communication, collaboration and problem solving across departments.
2. Allow students and faculty to explore and create knowledge that extends beyond the traditional discipline boundaries.
3. Respond to student interests and learning needs demonstrated through repeated individual studies or general studies curricula.
4. Create programs that respond to areas of societal need.
5. Unify related small areas of academic excellence or faculty interest.

### (2) Program Director

#### (A) Eligibility, selection and term of service.

1. The director must be a ~~tenured or tenure-track~~ faculty member of the program faculty.
2. The director is nominated and elected by the program faculty using the same procedure to elect a department chair.
3. The election is approved and the director appointed by the dean of the college of residence.
4. The program director serves a three-year, renewable term.

#### (B) Duties of the program director.

1. Schedule and set agenda for the advisory committee.
2. Monitor currency of program charter; propose amendments as needed.
3. Oversight of curriculum and assessment.
4. Strategic planning.
5. Program budget planning and oversight.
6. Student recruitment and assignment of advising; approval of course of study.
7. Program review.
8. Course scheduling and site coordination with respective department chairs.
9. Faculty recruitment; negotiation with department chairs and deans to fulfill staffing needs.
10. Serves as a liaison and advocate to other academic administrators.
11. Other duties as specified in the program charter.
12. Other duties as assigned by the dean of the college where the program resides.

### (3) Interdisciplinary program faculty

(A) Program Faculty – Faculty members who teach on a recurring basis (e.g., at least two listed courses in the previous three years) in the interdisciplinary program are eligible to be program faculty. This definition may be modified to suit the needs of an interdisciplinary program in its charter.

1. Program faculty engages in advising, curriculum approval, advisory committee member nomination, nomination and election of the program director, and program charter approval and amendment. All decisions are transmitted through approval levels established through the policies of academic affairs.

(B) Affiliate Faculty – Any other faculty who wish to request membership on the basis of (1) scholarship, instruction or service activities and interests relevant to the interdisciplinary program, or (2) as otherwise stipulated by an interdisciplinary program in its charter. The advisory committee considers these requests. Affiliate faculty members do not vote.

### (C) Advisory Committee

The committee shall include:

1. The chair of the advisory committee that will be determined by the program charter.



2. Three or four program faculty members, nominated by the program faculty and appointed by the dean.
3. The dean or the dean's designee serves as an ex-officio member. The dean may choose neither to serve nor to appoint a designee.
4. Other appointments may be specified in the program's charter that brings special expertise to the program.
5. Members typically serve three year staggered terms.
6. Voting membership shall be designated by the program charter.
7. The advisory committee shall meet at least annually.
8. The advisory committee shall consult with the program director on matters relating to: development and amendment of the program charter; curriculum assessment; strategic planning and budgeting; student recruitment; program review; faculty review requests and resource development.

(4) Program Residence

- a. Department prefixes are credited to the appropriate college.
- b. Interdisciplinary prefixes are proportionally credited to the college that staffs the courses.
- c. When electives are specified by a list of courses or specified broadly as courses from a list of departments, those credits are allocated to the appropriate college, in proportion to the selections available.

(A) Exceptions to this policy are determined by the provost. For instance, professional education programs with an interdisciplinary component reside in the School of Education. The Douglas Honors College resides in the office of the provost.

(5) Line of authority – The dean of the college in which the program is housed is the chief budgetary and oversight officer for the program. Program directors report to the dean of the college of program residence.

*[XX/XX; Responsibility: Faculty Senate; Authority: Katherine Frank, Provost/VP for Academic & Student Life; Reviewed/Endorsed by Provost's Council xx/xx/xxxx; Cabinet/UPAC; Review/Effective Date: xx/xx/xxxx; Approved by: James L. Gaudino, President]*

# Exhibit D

## CWUP 5-90-040 (35)

### **(35) Last Week of Classroom Instruction**

(A) During the last week of classroom instruction, faculty may give no ~~examination(s)~~ tests worth more than a total of 20% of a course grade, excluding summer quarter.

(B) Graded assignments, such as projects and papers, due during the last week of classes must be indicated on the instructor's syllabus.

Rationale: This change was to help clarify this policy in response to a faculty issue brought at the November 30, 2016 Faculty Senate meeting.

## **Exhibit E**

**Entrepreneur Minor** (view in Curriculog  
<https://cwu.curriculog.com/proposal:1223/form> )