

4-5-2017

## CWU Faculty Senate Minutes - 04/05/17

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**REGULAR MEETING**  
**Wednesday, April 5, 2017, 3:10 p.m.**  
**BARGE 412**  
**Minutes**

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

**ROLL CALL: All senators or their alternates were present except:** Lori Braunstein, Mathhieu Chapman, Chet Claar, Jason Dormady, Tracey Hoover, Cynthia Mitchell, Mark Pritchard, Darci Snowden, and Ke Zhong

**Guests:** Patricia Cutright, Mike Harrod, Kathy Whitcomb, Lindsey Brown, Carolyn Thurston, Aaron Brown, Anne Cubile, Julia Stringfellow, Rebecca Pearson, Gregg Schlanger, Carey Gazis, Bernadette Jungblut, Ginny Blackson, Christopher Boone, Jill Hoxmeier, and Richard DeShields

**CHANGES TO AND APPROVAL OF AGENDA. Approved as presented.**

**MOTION NO. 16-56(Approved): APPROVAL OF MINUTES** of March 1, 2017

**COMMUNICATIONS** – Commencement memo is one file in the Faculty Senate office.

**Campus Sexual Violence Prevention Report – Dr. Jill Hoxmeier** – Dr. Hoxmeier gave an overview of the sexual assault campus climate. Washington State Bill 5558 requires all publically funded institutions to conduct a survey regarding knowledge and perceptions of campus and community resources, victimization of range of interpersonal violence and bystander attitude or behaviors. A Sexual misconduct survey was administered fall 2016 for employees and a sexual assault campus climate survey was administered for students. Response rates were 23.9% TT faculty, 9.3% NTT faculty, 37.7% administrative professional and 32.2% classified staff. Approximately 250 student participated in the survey. There wasn't much variability between employees and students. Perception is pretty positive. The scores on knowing where to make a report is lower. Richard DeShields indicated that the annual notification on how and where to report will go out this week. They are in the process of developing brochures with information for students. Starting fall 2017 there will be a new website that will have all resources in one place. There will be a new position in the Wellness Center dedicated to violence response.

**FACULTY ISSUES -**

Senate Chair – Chair Rajendran reported that the Registrar is working with AG office on developing a FERPA letter. All grades, information is retained in Canvas, but the student will not show up on class roster. Faculty can access the student data and can manually add the student back to the roster if they need that information. Faculty can contact the Canvas administrator to ask questions.

Several Senators brought forward some concerns with the curriculum process. The Mental Health program just got kicked back yesterday and may have to be delayed for a year if it doesn't make it through the process. Senator Sorey mentioned that Science Ed and all respective dual placements BA programs have been on the books been waiting for the STEM teaching minor to come on board. Senator Benson indicated the Graduate Council is struggling with the curriculum submissions that aren't accurate and don't have correct information, no learner outcomes and grammar problems. The issues are across programs and departments. They would like to have proposals checked earlier in the process. Senator Pinkart brought forward a concern about graduate students were being offered to departments on a condition those graduate student would be given instructor status. This is a CBA issue. Senator Hickey commented that instructors are required to have at least a Master degree in the field you are supposed to be teaching. Graduate Assistants don't qualify to be instructors of record faculty.

**STUDENT REPORT** – Ryan reported that it has been a super busy this past week on campus. Dare to

Dream conference, Musical, and Student of Color Conference. Roughly 300 students attended the Students of Color Conference. Guest speakers included keynote Richard Sherman. A survey was done at end of conference and the general feedback indicated that the conference went well. CAPS+ has been getting student feedback. A soft rollout will be done in 5-6 days. The student serving on the General Education Redesign Team gave a presentation at SAS last night. The students were receptive to the matrix. The S&A decoupling bill was not moved forward in Olympia. The students will try again next year.

**OLD BUSINESS** - None

## REPORTS/ACTION ITEMS

### SENATE COMMITTEES:

#### Executive Committee

**Motion No. 16-57(Approved):** Approve the 2017-18 Faculty Senate meeting dates as follows: Fall: October 4, November 1, November 29; Winter: January 10, February 7, March 7; Spring: April 4, May 2, May 30.

**Motion No. 16-58(Approved):** Ratify the nomination of Bret Smith as Faculty Legislative Representative for 2017-2020.

#### Academic Affairs Committee

**Motion No. 16-59(Withdrawn):** Recommend adding CWUP 5-90-070 Interdisciplinary Programs as outlined in Exhibit A.

**Motion No. 16-60(Approved, 1 nay, 1 abstention):** Recommends amending CWUP 5-90-040(30) Course Substitutions as outlined in Exhibit B.

Senator Stoddard called the question. Motion was seconded and approved with 1 nay.

#### Bylaws & Faculty Code Committee

**Motion No. 16-49(Approved):** Recommend amending Senate Bylaws Section III. C. 2. and 5. as outlined in Exhibit C.

**Motion No. 16-50(Approved, 1 abstention):** Recommend amending Senate Bylaws Section II. C. 1 and 2 as outlined in Exhibit D.

**Motion No. 16-61(First reading of three):** Recommend amending Senate Faculty Code Section IV. C Officers of the Senate as outlined in Exhibit E.

**Motion No. 16-62(First reading of three):** Recommend amending Senate Faculty Code Section IV.E. Assigned Time and Workload Units for Senate Offices as outlined in Exhibit F. Senator Pinkart brought forward a concern about the workload and salary as they are bargained by union.

**Motion No. 16-63(First reading of three):** Recommend adding Senate Faculty Code Section VI Vote of No Confidence as outlined in Exhibit G.

#### Curriculum Committee

**Motion No. 16-64(Approved):** Recommend approval of a new minor in Adventure Leadership as outlined in Exhibit H.

#### General Education Redesign Team

General Education Rules and Implementation-

Senator Cheney gave a brief outline of the process. GERT will be taking feedback received at this meeting and what they have received through Canvas to develop the draft that will be voted on April 19. Senator Hickey asked if any given department could submit up to 18 courses for this program, which is

what it looks like in these rules. The Culminating Experience hasn't changed and it appears the students get to pick what would count and could be a random SOURCE presentation.

Senator Auslander asked about #8 and the management of Pathways. This appears to be top down oversight over faculty. It seemed risky to be putting in these coordinators.

Senator Sorey suggested there could be Pathway coordinators instead of just one. Check out collecting, monitoring and proposing adjustments to the existing courses. There needs to be an open source of information of how each course is accessed and updated. #8 could include a way to monitor and adjust existing courses. How do we include new courses within Pathways? How do we cut out the dead wood and render a course obsolete. Who is held accountable?

Gregg Schlanger indicated that it will be very difficult to manage Pathways. Faculty offering a course must meet with others every two years. Many of these are taught by NTT on quarter-to-quarter contracts and may not be the same faculty teaching this course. General curriculum outcomes is one more area and seems repetitive of what is already existing. He suggested that maybe work these into knowledge areas if these are really important. Who is monitoring when course are being offered and what happens if it isn't offered. Gregg indicated that the Culminating Experience has learning outcomes attached, but they are not all the options are courses.

Senator Temple indicated the Pathway coordinator is overhead or bureaucracy and this could be folded into the General Education committee. One way of dealing with the issue of NTT that are here temporarily would be to require a departmental representative at these meetings. Courses that are taught every other year discourage courses that are tailored to faculty expertise, team taught or interdisciplinary. What happens if faculty are on sabbatical and they are the only ones able to teach the course?

Senator Altman asked if there was any way to simplify this. For Pathways you have to meet two criteria and meet the outcomes for the Knowledge Area.

Senator Hickey asked if the First-year required seminar will typically only have 20 students, or can this be taught in the theater with 300. How many courses can a department offer? Do we want departments having 18 courses? Is there going to be a cap on how many proposals a department can submit and/or have in the program?

Senator Harper expressed a concern that this program seems larger than we have the faculty to produce the courses and the amount of coordination required.

Outcomes –

Senator Tenerelli indicated there seems to be a lot of outcomes and could make the courses very specific. How do other universities have this many outcomes? Is the committee looking at Benchmarks from other institutions?

Senator Pritchard asked about transfer students and how credits will be verified for those students.

Senator Binder indicated that the list of 18 additional general curriculum outcomes and the course must meet at least 1 how is that going to add one more complexity. Writing intensive courses are an issue with RCM as course enrollments are increasing. Faculty aren't going to want to grade that many papers.

Senator Sorey expressed a concern if a student has taken courses at community college and are planning on transferring to Central, but they may have already taken courses and now they might not transfer. How is that message going to get to those students?

**Faculty Legislative Representative** – No report as Steve Hackenberger is in Olympia.

**SENATE CHAIR REPORT** – Chair Rajendran mentioned that Dr. James Brooks was the founding Senate chair 1961-1967 passed away April 2nd. The Faculty Assessment of Academic Administrators surveys will be opened up this week.

**CHAIR-ELECT** – Chair-Elect Stoddard commented that there are three different budget proposals in Olympia and they are very different. This may be a longer budget sessions in Olympia. There is an open Executive Committee meeting next Wednesday, April 12 at 3:10 p.m. in the Grupe Faculty Center.

**NEW BUSINESS** - None

Meeting was adjourned at 4:53 p.m.

# Exhibit A

## CWUP 5-90-070 Interdisciplinary Programs

Interdisciplinary programs are typically created to provide varying perspectives on an area of study, combining expertise across departmental and/or college boundaries. These programs provide benefits to students and faculty that include, but are not limited to:

1. Allowing students and faculty to explore and create knowledge that extends beyond the traditional discipline boundaries.
2. Responding to student interests and learning needs demonstrated through repeated individual studies or general studies curricula.
3. Creating programs that respond to areas of societal need.
4. Unifying related areas of academic excellence and/or faculty interests.
5. Fostering communication, collaboration and problem solving across departments.

### (1) Governance Structure

#### Program Charter

(A) Each program will establish a charter: The charter will

1. Define the mission and objectives of the program.
2. Establish residence of the program according to the program residence policy (5-50-100(3)).
3. Address issues particular to the administration of each program in the context of this policy, as needed.
4. Create procedure for electing program director.
5. Define the duties of the program director.

(B) The charter will be reviewed for currency every three years or more frequently as needed.

### (2) Program Director

Eligibility, selection and term of service.

(A) The director must be a member of the program faculty.

(B) The election is approved and the director appointed by the dean of the college of residence.

(C) The program director will receive workload reassign time for overseeing the program. The number of units will be determined and approved in consultation with the dean of the college of residence.

### (3) Interdisciplinary program faculty

(A) Program Faculty and Affiliate Faculty – Criteria for program faculty and affiliate faculty will be defined in the program charter.

(4) 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 B

5-90-040

### **(30) Course Substitutions**

(A) Students may petition the degree granting department chair if they wish to substitute courses within degree requirements. The course(s) used for substitution must ~~be similar in content to the required course~~ satisfy the programmatic goals and objectives of the department as determined by the dean and the department chair. The substituted course(s) credits may not reduce the total required credits.

## Exhibit C

### C. Membership

2. The membership of the Academic Affairs Committee shall consist of:
  - a. two (2) faculty from each college with the exception of the Library,
  - b. one (1) student selected by ASCWU,
  - c. one (1) ex officio non-voting representative of the provost, and
  - ~~d.~~ one (1) ex officio non-voting representative of the registrar, and  
~~e.~~ the chair of the Academic Department Chairs Organization (ADCO) as an ex officio non-voting member.
  
5. The membership of the Evaluation and Assessment Committee shall consist of five (5) faculty members (one from each college plus one from the library), nominated and ratified to staggered terms. One (1) student selected by ASCWU, non-voting.



## Exhibit D

### C. Officers

1. Terms of office: Election to the position of chair-elect assumes a three-year commitment to the Executive Committee: the first year as chair-elect, the following year as chair, and the third year as immediate past chair. Service to the Executive Committee takes priority over any existing terms of office and the chair-elect remains a voting member of Senate for the three year commitment.
2. Chair  
The chair is the chief executive officer of the Senate. The chair's powers and duties are set out in the Code, Section IV.C.3. The chair's department may elect an interim senator for one year to represent the department during the chair's term of service.

# Exhibit E

## Faculty Code Section IV

### C. Officers of the Senate

1. The faculty shall elect members of the Executive Committee, with such powers and duties as set forth in this document and transmitted by the Senate.

#### 2. Chair-Elect

The Senate shall elect the chair-elect of the Executive Committee, with such powers and duties as set forth in this document and transmitted by the Senate. The chair-elect shall serve as a member of the Bylaws and Faculty Code and liaison to all non-senate committees.

The chair-elect performs such duties and provides such advice that may be requested, such as: attend meetings as a resource t the request of the chair, support the ongoing Senate work and support the chair as needed.

3. As chief executive officer of the Senate, the chair shall coordinate and expedite the business and budgets of the Senate and its committees.
  - a. The chair shall be the presiding officer at all meetings of the Senate, at any faculty forum, and at general faculty meetings upon request of the president of the university.
  - b. The chair shall serve as official representative and spokesperson of the faculty and the Senate in communication with the faculty, the BOT, the administration, the student body, and other groups regarding matters that are not mandatory subjects of bargaining.
    - i. In this capacity, the chair or the chair's designee shall have the right to ex officio voting membership on any university committees and councils on which the Executive Committee deems that faculty ought to be represented.

#### 4. Past Chair

The past-chair shall serve on the Budget and Planning Committee and serve as liaison to the Faculty Legislative Representative.

Past-Chair shall participate in the leadership transition of the Senate, and serve as a resource as needed to fulfill Senate business. Additionally, the past-chair will serve as timekeeper during Senate meetings.

# Exhibit F

## Faculty Code Section IV

### E. Assigned Time and Workload Units for Senate Offices ~~and Activities~~

1. Workload units associated with Senate offices and activities are based on: 30 hours of time spent in meetings and in preparation for meetings = 1 workload unit. It is acknowledged that units assigned reflect an annual average that faculty may reasonably expect over a three-year term.
2. Senate Chair
  - a. The Senate chair shall be relieved of thirty-six (36) workload units of teaching for the academic year to perform their duties. The department in which the chair teaches shall receive compensatory funds from the Senate.
  - b. The chair assumes certain duties and responsibilities in the summer, for which a stipend is negotiated with the president.

#### 3. Senate Chair-Elect

The Senate chair-elect shall be relieved of eighteen (18) workload units of teaching for the academic year to perform their duties. The department in which the chair- elect teaches shall receive compensatory funds from the Senate.

#### 4. Senate Past Chair

The Senate past chair shall be relieved of eighteen (18) workload units of teaching for the academic year to perform their duties. The department in which the past chair teaches shall receive compensatory funds from the Senate.

#### 5. Executive Committee Member

Executive Committee members who are ~~not~~ neither the chair, chair-elect or past chair shall receive ~~six (6)~~ three (3) service workload units, ~~three (3) of which shall be reimbursed and a \$3,000 stipend paid~~ by the Senate each academic year.

# Exhibit G

## Section VI. VOTE OF NO CONFIDENCE

Academic administrators may be subject to a Vote of No Confidence. Votes of No Confidence require two primary steps. The first step (Section A-C) is an *authorization vote* by the Faculty Senate to determine the specific parameters of the Vote of No Confidence (who, what, where, when and why) as well as to charge the Faculty Senate Executive Committee (EC) with the authority to conduct the Vote of No Confidence. The second step (Section D) is the *implementation* of the Vote of No Confidence by the EC.

### A. Motions to Authorize a Vote of No Confidence

1. Any Senator may bring a motion or ten (10) eligible faculty members may bring a petition (see I. Faculty Senate Hearings) to hold a Vote of No Confidence. Authorization motions must be submitted to the Faculty Senate Chair ten (10) working days before the next regular meeting of the Faculty Senate when the motion is intended to be introduced. This motion charges the EC to conduct a Vote of No Confidence. The motion must include:
  - a. Name and title of administrator;
  - b. Instructions guiding how the vote is to be conducted (i.e. Time/day, voting period, who may vote);
  - c. The specific ballot language;
  - d. Reason and justification for the Vote of No Confidence.
2. Methods of conflict resolution reasonably available (e.g. informal talks, mediation, etc) should have been exhausted before bringing a motion for a Vote of No Confidence to the Senate.

### B. Committee Review of the Motion for a Vote of No Confidence

1. The EC--or an ad hoc committee appointed by the EC--will be charged with reviewing the motion for any procedural or factual content before it goes to the floor of the Senate. The reviewing committee may consult with individuals or groups (e.g. originator(s) or subject of the vote) as needed while assessing any claims made in support of the motion.
2. If the EC or Ad Hoc committee determines that additional time is needed to review any claims or procedural issues, the committee may request an additional delay until the following meeting. However, the motion must be brought to the floor of the Senate at the following meeting (within 2 regularly scheduled Faculty Senate meetings since being submitted to the Faculty Senate Chair) unless withdrawn by the originator(s).
3. The EC or Ad Hoc committee may, at its discretion, issue a report to the Senate with any factual or procedural findings from their review of the motion.
4. The Senate Chair will notify the individual subject to the Vote of No Confidence motion at least five (5) working days after receipt of the motion and invite that person to the Senate meeting where the motion will be introduced.

### C. Floor Vote on Motion for a Vote of No Confidence

1. Upon review by the EC or Ad Hoc committee, the authorization motion for the Vote of No Confidence will be introduced at the next Faculty Senate meeting. The text of the motion, as well as any reports or additional commentary by reviewing committees will be distributed to Senate.

#### D. Conducting the Vote of No Confidence

1. Upon being passed by a simple majority vote in the Faculty Senate, the EC will carry out the Vote of No Confidence as outlined in the motion. Votes will be conducted by a confidential paper ballot. The EC will decide any details regarding the implementation of the vote that were not addressed in the motion.
2. The Executive Committee will notify the subject of the vote, in writing, of the results at least (1) one day prior to the results being made public. Results of the vote will be made public in the Faculty Senate office and will also be sent to the President of the University and the Board of Trustees.

# **Exhibit H**

**Adventure Leadership minor**