

5-31-2017

## CWU Faculty Senate Minutes - 05/31/17

Janet Shields  
senate@cwu.edu

Follow this and additional works at: <https://digitalcommons.cwu.edu/fsminutes>

---

### Recommended Citation

Shields, Janet, "CWU Faculty Senate Minutes - 05/31/17" (2017). *Faculty Senate Minutes*. 910.  
<https://digitalcommons.cwu.edu/fsminutes/910>

This Meeting Minutes is brought to you for free and open access by the CWU Faculty Senate Archive at ScholarWorks@CWU. It has been accepted for inclusion in Faculty Senate Minutes by an authorized administrator of ScholarWorks@CWU. For more information, please contact [scholarworks@cwu.edu](mailto:scholarworks@cwu.edu).

**REGULAR MEETING**  
**Wednesday, May 31, 2017, 3:10 p.m.**  
**BARGE 412**  
**Minutes**

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

**ROLL CALL: All senators or their alternates were present except:** Lori Braunstein, Bob Carbaugh, Eric Foch, Gilberto Garcia, Kim Jones, Cynthia Mitchell, and Darci Snowden

**Guests:** Christopher Boone, Julia Stringfellow, Faith Ryas, Anne Cubile, Kathryn Martell, Gregg Schlanger, Rodrigo Renterat, Katharine Whitcomb, Lindsey Brown, Kevin Archer, Richard DeShields, Aaron Brown, Mike Harrod, Teri Walker, Judy Hennessey, Sharon O'Hare, Ginny Blackson, and Aimée Quinn

**CHANGES TO AND APPROVAL OF AGENDA –** Agenda was approved as presented.

**MOTION NO. 16-77(Approved): APPROVAL OF MINUTES** of May 3, 2017

**ORMSBY Award presentation -** Steve Hackenberger introduced the award. This award is organized by the Council of Faculty Representatives (CFR). Each institution nominates a recipient. Judy Hennessey gave an overview of Cynthia Coe's accomplishments and presented the award.

**COMMUNICATIONS –** Letter from Registrar on variable credit courses is available in the Senate office.

**FACULTY ISSUES –** Senator Radeke expressed a concern regarding the FERPA release form for letters of recommendation for students. Currently the form only has room for one address. Senator Radeke asked if the form can be altered to be able to include multiple addresses for the same student.

Senator Dormady expressed a concern that there doesn't seem to be a clear picture General Education will be funded. Departments aren't sure how to plan moving forward with the new Gen Ed courses. How many of the 20 cap courses can be squeezed in vs 35 cap courses? This is making it difficult for departments to plan. Senator Dormady also brought forward another issue with the Center for Diversity and Social Justice. Currently they are doing a lot of programs over 100 programs a year and doing training of faculty. There are concerns that this office is funded by student funds and the training should either be through Human Resources or university funding to help fund the faculty training.

Provost Frank indicated she needs to know what we are dealing with for the General Education program revision before we know what we can do. We need to put programs and courses together first. After the summer workshops will have more of an indication and can run numbers to see how we can fund the Gen Ed program. Senator Hickey made a comment that many of the courses may not go through summer workshops, so it may be September before we really know how many courses are proposed.

**PRESIDENT –** President Gaudino congratulated the EC and the entire Senate on a really good year for the university. Gen Ed was a pretty big effort and was not an easy. BOT members were overwhelmed by the quality of the work at SOURCE. There are still a lot of theories what will come out of Olympia. No one predicts a quick resolution to the budget. Non-operating and non-capital issues are being attached to this debate. The moves across campus are taking place and are progressing very well. Not all the moves will be done by fall, but most will. Most of the student services will be in Bouillon. The Welcome Center will not be done by beginning of fall quarter and Samuelson will be another year. Number one capital request is for the Health Science on the site of Hertz. Enrollment look strong with 200-250 additional first-year students.

President Gaudino reminded every about the reception after this meeting in President's House.

**PROVOST** – Provost Frank reported that the new budget governance structure will be slowed down. She will be taking feedback and aim to have the structure approved at the first fall UPAC meeting in October. The budget email is still active for feedback. Provost Frank indicated that commencement is important for students and their families. She encouraged faculty to be there. Provost Frank recently sent out the final exams policy with some clarification. The new budget model will go live July 1<sup>st</sup>. The Board of Trustees takes faculty reappointment, tenure and promotion process seriously. They expect the Provost to be able to talk about the process and recommendations. Gail Mackin has been hired as the Associate Provost of Undergraduate Studies and Faculty Affairs. They are continuing the search for the Associate Provost of Outreach and Centers. Hope to have candidates on campus next week. The interim Dean of Library will be announced on July 1<sup>st</sup>. There was a release today announcing that Richard DeShields has been appointed as the new Dean of Student Success. Hope to have an offer this week for the OSIP Director and the search for the Interim Dean of Arts and Humanities is underway. There will be a call for a pilot program for the Provost Fellow program.

**STUDENT REPORT** – Ryan reported that for the Student Academic Senate it was a year of transitioning what their role is. While it is a good funding vehicle for students, it has more opportunity to be a voice for students. This year there were 38 senator seats and next year there will be 58 seats. There will be better representation for programs. Course scheduling and Student Rights committees will both be standing committees next year.

**OLD BUSINESS** – None

## REPORTS/ACTION ITEMS

### SENATE COMMITTEES:

#### Executive Committee

**Motion No. 16-78(Approved):** Ratify 2017-18 committee vacancies as presented in Exhibit A.

**Motion No. 16-79(Approved):** Election of 2017-18 Faculty Senate Chair-Elect – Nomination: Amy Claridge, Family and Consumer Sciences

**Academic Affairs Committee** – No report.

**Budget & Planning Committee** - Kathy Temple gave a presentation on the Budget & Planning Committee faculty perception and attitudes survey that was recently completed. The goal of the committee was to find out perceptions of faculty. The survey included several questions with Likert scale. Kathy went through some of the highlights of the survey. Several areas faculty feel they need are: real dialogue; trustworthy budget numbers; transparency that goes beyond numbers in forums, spreadsheets, and a website with an email for questions; clearly articulated goals, budget projection assumptions, and an implementation plan; and information available from sources beyond forums, slides and rumors. Kathy talked about several recommendations the committee has for the budget governance structure. They are recommending adding the chair-elect for Senate, and an ADCO rep to the Budget Executive Committee. Adding all four college Deans to the Budget Allocations sub-committee as change the Budget and Planning Committee Chair to be a BPC representative. Change 2. Academic Chair to ADCO representatives on the Space & Equipment Budget sub-committee. Final recommendation was to change the non-academic college Dean to the Dean of Graduate Studies and Research on the Tuition Waiver sub-committee.

**Motion No. 16-80(Approved):** Endorse recommendations for the proposed new budget governance structure as outlined in Exhibit B.

#### Bylaws & Faculty Code Committee

**Motion No. 16-61(Approved):** Recommend amending Senate Faculty Code Section IV. C Officers of

the Senate as outlined in Exhibit C.

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

**Motion No. 16-71(Approved):** Recommend amending Senate Bylaws Section III. A. 5. d. General Provisions as outlined in Exhibit E.

### Curriculum Committee

**Motion No. 16-81(Approved):** Recommend approval of a new Risk Management minor as outlined in Exhibit F.

**Motion No. 16-82(Approved):** Recommend approval of a new BFA in Theatre Education as outlined in Exhibit G.

**Motion No. 16-83(Approved):** Recommend approval of a new Rural and Community Health Graduate Certificate Type D as outlined in Exhibit H.

**Motion No. 16-84(Approved):** Recommend approval a new Science: Middle Level Education BA as outlined in Exhibit I.

**Motion No. 16-85(Approved):** Recommend approval of a new Chemistry Major BA and approve program to be over credit (79-80 credits) as outlined in Exhibit J.

**Motion No. 16-86(Approved):** Recommend approve of the Mechanical Engineering Technology BS to continue to be over credit and add an additional credit (137) as outlined in Exhibit K.

### General Education

**Motion No. 16-76(Withdrawn):** Recommend adding CWUP 5-100-040 Petition for Exception to General Education Requirements and CWUR 2-100-040 Petition for Exception to General Education Requirements as outlined in Exhibit L. Gen Ed committee will prepare a set of guidelines for the Registrar office for potential exceptions.

**Motion No 16-87 (Approved):** Senator Stoddard moved to withdraw motion No. 16-76. Senator Hickey seconded.

Becky reminded the Senators that today is the deadline to register for the General Education workshop and faculty development funds. The committee is working with GERT and will be putting out a joint statement on the process.

**General Education Redesign Team** - Eric reported that there will be an email out today from GERT with information on how to make the proposal for the new General Education program? Proposing a course that does not exist will require a New Course form and the General Education form. For an existing course undergoing any curricular change will require a Course Change form and the General Education form. If you have an existing course with no change being made you can just submit the General Education form. The workshops are scheduled for June 12-13 and August 1-2.

**Motion No. 16-88(Approved):** Senator Cheney moved to remove rule 2 under Culminating Experience Courses Rule in the General Education Program Rules document. Senator Cummings seconded.

**Baccalaureate Task Force** – Lene provided short overview handout of where the Baccalaureate Task Force is in the process. There are two basic phases, we have been in phase 1 with the 15-16 workgroups. The second phase will focus on questions and giving the University an opportunity to provide feedback. The Task Force will be providing a summary report to BOT in July and will be getting their feedback. There will be further discussion in the fall and will be setting priorities. The Task Force

is still willing to take additional members for the workgroups if Senators or someone in their department are interested.

**Faculty Legislative Representative** - Steve introduced Bret Smit who will be taking over the FLR next year. Steve reported that the Council of Faculty Representatives will have a retreat this weekend. COP representatives and executive officers will be there as well as legislative representation. The last report will be after the retreat and will be on the blog site.

**SENATE CHAIR REPORT** – Chair Rajendran talked about what Shared Governance means at Central. The Faculty Code says “Shared governance is a system composed of structures and processes through which faculty, administrators, and other campus constituents make collective institutional decisions”. “Ideally, decisions will reflect consensus between the administrative leadership and the appropriate bodies of the faculty.” As part of the Budget Governance Structure proposed during the spring budget forums, a “RCM/ABB Budget Shared Governance Philosophy statement” was also introduced. The Executive Committee (EC) reviewed the statement and had some concerns with the proposed language. Chair Rajendran indicated the EC questions the need to have a separate Shared Governance statement /philosophy for the budget. The Executive Committee formally objects to this new statement, which was drafted without faculty consultation, and strongly recommends that the University use the Shared Governance statement that is currently in the Faculty Code, which was built on years of institutional memory and faculty consultation. Chair Rajendran reported the Senate Chair has been given a seat on the Provost Council. Sathy indicated he hopes this recent development paves a path towards increased transparency in communication and inclusion in decision making, and expedites processes between Faculty Senate and the Provost Council. While this is good news, we have to consider the fact that Faculty Senate has been on and off the Provost Council over the past few years. We need to collectively develop and approve policy language that makes Senate membership on the Provost Council permanent and not open to debate every time we have a change in leadership. The Provost Council is a body that has approval authority over policies and procedures. It makes sense to codify it in University policy. Chair Rajendran reported that the Creation and Reorganization of Academic Units policy that was passed last year has come back to the committee level. A subgroup was formed to try and work through some of the concerns with the language. The subgroup met this fall and agreed to some changes, while continuing discussion on where the policy should be housed. However, the Provost Council developed a new version of the policy and procedure and are proposing the policy/procedure be housed under the Academic Affairs section (Provost.), which is outside of Senate purview. Sathy indicated that the Academic Affairs Committee (AAC) is generally okay with the new language, there is a disagreement with the proposed home. The AAC and the EC firmly believe that the Creation and Reorganization of Academic Units policy/procedure should reside as part of the policies under Senate purview. Discussion will continue on this next academic year.

Chair Rajendran wanted to remind everyone that while we will be continuing discussion on the consultation policy/procedures particular to Creation and Reorganization of Academic Units, the Faculty Code has a general consultation policy which provides guidance on how to seek faculty consultation and lists areas requiring faculty consultation. Organization of academic structures and units is one of these areas.

The assessments of the Senate and Executive Committee that were conducted this spring are included with your packets. The EC will continue to review the quantitative data for areas of improvement.

Sathy indicated that, generally speaking, we have a good system of shared governance at Central. However, shared governance means different things to different administrators. Part of the Senate’s role is to communicate and educate new administrators on how shared governance is practiced here at Central, which may be different than their previous institutions. One area of improvement for shared governance at CWU is to continue to stress the importance of faculty being involved/consulted during all phases of decision making, not just sharing an implementation plan and asking to provide feedback. I think the ability to improve the success of an institutional decision exponentially increases, the sooner faculty consultation is sought the higher the rate of faculty inclusion.

Chair Rajendran reported that the Senate may continue to advocate for a faculty seat on the Board of Trustees (BOT), the key is direct faculty communication with the trustees. We have started conversations with the President about opportunities for more direct communication between the trustees and the faculty in the next academic year.

Sathy expressed his thanks to the entire Senate and faculty for giving him the opportunity to represent them as Chair this year. He thanked the Senators for their work and accommodating two special meetings this year. Sathy thanked the EC members and all of the Senate standing and ad hoc committees for their work this year. Sathy thanked Courtney Alloca for her help this year. She took on archiving Senate documents from 1963-2015. Electronic copies are now available on ScholarWorks.

Chair Rajendran indicated that Amy Claridge will serve as Chair during 2018-2019. Next year's Chair is Cody Stoddard. Cody will take office on June 15.

**CHAIR-ELECT - Motion No. 16-89(Approve unanimously):** Chair-Elect Stoddard moved "**Whereas**, Sathy Rajendran led the Faculty Senate with integrity, honesty, vision, superb organization, and humor.

**Whereas**, Sathy has cultivated and grown the working relationships between: faculty, administration and students.

**Whereas**, Sathy has continued to forward a vision of shared governance at Central Washington University.

**Whereas**, Sathy has represented the interests of faculty in numerous committees, groups, and councils.

**Be it resolved** that the Central Washington University Faculty Senate is grateful for Sathy's service during the 2016-2017 academic year as Faculty Senate Chair. ".

**NEW BUSINESS** - Senator Trumpy announced there will be a faculty year-end party on June 6<sup>th</sup> from 5:00 – 8:00 p.m. in the Faculty Grupe Center. The Executive Committee will be providing light refreshments and John Hudelson will provide Wine from the Wine Studies program. There will be live music. Next Wednesday, June 7<sup>th</sup> is the open EC meeting at 3:10 in the Faculty Center.

Meeting was adjourned at 5:23 p.m.

# Exhibit A

Committee	Name	Department	Term
<b>Academic Affairs</b>			
1 CB vacancy	Ke Zhong	Accounting	6/15/17 – 6/14/19
1 COTS vacancy	Vacant		6/15/17 – 6/14/20
<b>Budget &amp; Planning</b>			
1 CEPS vacancies	Vacant		6/15/17 – 6/14/18
<b>Bylaws &amp; Faculty Code</b>			
2 Senator vacancies			
	Vacant		6/15/17 – 6/14/20
	Vacant		6/15/17 – 6/14/18
<b>Curriculum Committee</b>			
<b>Evaluation &amp; Assessment</b>			
1 CEPS vacancy	Vacant		6/15/17 – 6/14/20
<b>General Education Committee</b>			
1 CB vacancy	Vacant		6/15/17 – 6/14/18
1 CAH vacancy	Jeff Dippmann	Philosophy & Religious Studies	6/15/17 – 6/14/19

# Exhibit B

## Modifications to the Budget Governance Structure

### Budget Governance Structure:

We propose a governance structure that aligns with shared governance as defined in the Faculty Code (Faculty Code Preface). As part of this structure, the Faculty Senate Budget and Planning Committee (endorsed by Faculty Senate) should report directly to the President and Cabinet with suggestions, comments, and concerns. Through overlaps in membership and/or liaisons, the BPC will communicate with and make recommendations to the proposed Budget Executive Committee, its Sub-Committees, and the College Budget Committees.

The various committees that constitute the Budget Governance Structure lack significant faculty voice. The vast majority of positions on the four proposed committees are non-faculty positions. However, budgetary decisions have a trickle-down impact on the faculty and students. Faculty are uniquely positioned in the institution to understand the intricacies and practical impact of budgetary changes on the day-to-day classroom environment and the academic impact to students. The Faculty Senate Budget and Planning committee is charged with giving voice to the faculty of Central Washington University in the budget process.

Incorporating the Faculty Senate Budget and Planning committee into the formal Budget Governance Structure increases the faculty involvement within the budget process and is aligned with Central Washington University's commitment to shared governance.

The expectation is that the Faculty Senate Budget and Planning Committee will not be drafting a fully independent budget. Rather, the committee will propose a commentary that is separate from the Budget Executive Committee on the proposals reaching the cabinet. Faculty are uniquely placed to assess how budget proposals align with our core values as an institution. Moreover, the Faculty Senate Budget and Planning Committee is uniquely positioned in the university with faculty connections to all the colleges and will be able to collect a broad view of the opinions of faculty. This faculty voice is critical to the legitimacy of budgetary decisions at the university.

### Budget Executive Committee:

Addition of Faculty Senate Past Chair

Addition of another ADCO Representative

Faculty Senate Leadership is structured with three positions (chair elect, chair, and past chair). These three positions serve the senate needs and help to create some continuity in service to the senate.

We request that the past chair be added on to the BEC membership in order to allow greater continuity in the voice of faculty leadership. Both of these positions also overlap with the Budget and Planning Committee of the Faculty Senate. This will create a line of communication between the Budget Executive Committee and the Faculty Senate Budget and Planning Committee.

In addition, the ADCO Chair serves a one-year term. The addition of another ADCO



representative will allow the chair-elect, past chair, or another member to serve on the Budget Executive Committee, allowing for greater continuity. The ADCO chair and another ADCO representative serve on the Faculty Senate Budget and Planning Committee, so this also creates the possibility of additional ties between the Budget Executive Committee and the Faculty Senate Budget and Planning Committee.

#### Budget Allocations Sub-Committee:

Addition of All Four College Deans (CAH, COTS, CEPS, CB)

The college deans are the leaders of the colleges. Colleges are the responsibility centers (RCs) in the RCM model as implemented at CWU. Leadership of the responsibility centers within the model will have the best overall perspective on the budget model within the colleges. Modifications of the budgets of overhead units within the CWU RCM model will have dramatic impacts on the colleges (as their budget is impacted as a consequence of overhead modifications). Hence, it is responsible to have all four college deans on this sub-committee.

Faculty Senate Budget Committee Chair to Faculty Senate Budget Committee Representative:

We would recommend that the Faculty Senate Budget Committee Chair be replaced by a Faculty Senate Budget and Planning Committee Representative, chosen by the BPC. This allows greater flexibility for the BPC Chair(s) and the BPC members to balance workloads, and ensures that the most appropriate person is representing faculty on this important sub-committee.

#### Space and Equipment Sub-Committee:

Replace academic chair (2) with ADCO Representatives (2):

This clarifies that the academic chair representatives are on this committee as representatives of ADCO, and are selected by ADCO. This change is also consistent with the wording for other committees.

All colleges will be represented by at least one of the members of this committee:

This committee will have an important role in making space decisions and in awarding equipment funds. It is important that the representation on this committee be as broadly representative of the academic colleges as possible. We recommend that between the college deans, ADCO representatives, and the faculty senate representative on the committee, all four colleges will be represented.

#### Tuition Waiver Budget Sub-Committee:

Non-College Dean to Graduate Dean:

Faculty Senate concurs with recommendations to change the Non-College Dean to the Graduate Dean. Compared to the other non-college deans, the Graduate Dean is most directly affected by waiver decisions.

# Exhibit C

## 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 Committee 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 at 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 D

### 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. There are two avenues that can be used to initiate the authorization of a Vote of No Confidence.
  - a. Any Senator, when accompanied by a written second to the motion from another Senator, may bring a motion to hold a Vote of No Confidence.
  - b. Any ten (10) eligible faculty members may bring a petition (Section I.A Faculty Defined) to hold a Vote of No Confidence.
2. Authorization motions must be submitted to the Faculty Senate Chair at least 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.
3. 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 original petitions \(Section VI.A.1.b\)](#), [Senators](#), the President of the University and Board of Trustees.

# Exhibit E

## Bylaws

### III. Senate Standing Committees

#### A. General Provisions

1. Rules concerning the creation of standing committees are set out in the Code, Section IV.D.2.
2. The powers and duties of the standing committees are set out in the Code, Section IV.D.1.
  - a. Each standing committee shall consist of no fewer than five (5) faculty members. The Executive Committee shall endeavor to appoint these members and have them ratified by the Senate at the February meeting.
3. No faculty member may serve on more than one standing committee at a time.
4. Members may be appointed from among the general faculty, with proportional balance sought between the colleges. At least one (1) member of each standing committee should have served on the committee the previous year.
5. Term appointments for standing committees shall run three (3) consecutive academic years. A partial term of two (2) years or more shall be treated as a full term, while a partial term of less than two (2) years shall not be counted.
  - a. Continuous service on standing committees (whether the same committee or two different committees) shall be limited to no more than two (2) consecutive full terms.
  - b. Once a faculty member has served two (2) consecutive full terms, a minimum of three (3) years shall lapse before said faculty member may serve again on any standing committee.
  - c. However, if a vacancy on a committee cannot be filled by an eligible candidate by February 15<sup>th</sup>, the pool of candidates may be widened by waiving the restrictions stated in 5.a and 5.b.
  - d. In situations where a college membership seat is vacant for more than sixty (60) days, the EC may nominate a member-at-large to fill the vacancy for the remainder of the academic year term, subject to Senate ratification. If the college membership seat cannot be filled after two terms of emergency appointments, the EC shall review the makeup of the membership structure and may charge the Bylaws and Faculty Code Committee to restructure the committee membership.

# Exhibit F

Risk Management Minor

<https://cwu.curriculog.com/proposal:2315/form>

# Exhibit G

BFA Theatre Education

<https://cwu.curriculog.com/proposal:1106/form>

# Exhibit H

Rural Health Graduate Certificate Type D  
<https://cwu.curriculog.com/proposal:1373/form>



# Exhibit I

Science: Middle Level Education, BA

<https://cwu.curriculog.com/proposal:1552/form>

## Exhibit J

Chemistry Major, BA

<https://cwu.curriculog.com/proposal:1952/form>

## **Exhibit K**

Mechanical Engineering Technology BS (over credit)

<https://cwu.curriculog.com/proposal:1916/form>

# Exhibit L

## CWUP 5-100-040 Petition for Exception to General Education Requirements

Students must complete the general education requirements for the catalog for which the student was admitted to Central Washington University as per CWUP 5-90-40(10). In accordance with policy 5-90-30, students who have completed a DTA or have a bachelor's degree (from a regionally accredited institution) have fulfilled their general education requirements.

Students may petition Registrar Services for exceptions with extenuating circumstances to the general education requirements. CWU courses that are not already approved writing (W) courses, may not be petitioned to meet the general education writing requirement. The petition request must be completed before applying for graduation. The General Education Committee provides guidance for petition approval/denials to Registrar Services. Students may appeal the Registrar's decision to the General Education Committee. The General Education Committee's decision is final, unless new evidence arises. On rare occasions, the Provost/Vice President for Academic and Student Life may render decisions on general education appeals when the General Education Committee is not available for regularly scheduled meetings such as summer term.

## CWUR 2-100-040 – Petition for Exception to General Education Requirements

Students wishing to petition their general education requirements must submit a petition to Registrar Services before the student has applied for graduation. However, students are encouraged to submit general education petitions as early as possible to support accurate academic advising. It is encouraged that students submit a syllabus and any supporting documentation along with the petition. The petition will be based on the catalog year the student starts at Central Washington University and the approved CWU General Education Requirements for that catalog year. Petitions may require a department chair's approval to be submitted with the petition request. For any transfer course, the student must submit a course description or syllabus. For any transfer course to meet the Writing requirement, a final graded 7-10 page document from the completed course must be included for review.

Students may appeal the Registrar's decision to the General Education Committee. To appeal to the General Education Committee, students must submit an appeal letter to Registrar Services. Students are also encouraged to include any additional supporting documentation that may not have been included in the previous petition.

**Rationale:** Currently there are no policies or procedures regarding student petitions for General Education requirement exceptions. This will provide guidance to students and future General Education committees.