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## CWU Faculty Senate Minutes - 10/03/07

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**CENTRAL WASHINGTON UNIVERSITY**  
**FACULTY SENATE**

**REGULAR MEETING**  
**Wednesday, October 3, 2007, 3:10 p.m.**  
**BARGE 412**  
**MINUTES**

**Senators:** All senators or their alternates were present except: Sarah Britto, Scott Calahan and Robert McGowan

**Visitors:** Phil Backlund, Ruthi Erdman and Sheryl Grunden

**CHANGES TO AND APPROVAL OF AGENDA** – The President and Provost reports will be given by 4:00 to allow them to meet with Timothy Egan who is speaking on campus tonight.

**MOTION NO. 07-01(Approved, 2 abstentions): APPROVAL OF MINUTES** of May 30, 2007

**COMMUNICATIONS** None

**SPECIAL PRESENTATION:** Phil Backlund, NWCCU Accreditation Update – Phil Backlund has a 1/3 faculty time devoted to accreditation. Central is reviewed through Northwest Commission of Colleges and Universities (NWCCU) every 10 years. The commission is made up with peer institutions in the northwest. Northwest has 9 standards: 1. Planning effectiveness, 2. Educational programs, 3. Students, 4. Faculty, 5. Library, 6. Governance, 7. Finance, 8. Physical resources, 9. Integrity. Provost Soltz formed a committee of 6 people last spring. That committee has been selecting a chair for each of the standards. They are just getting started with the self-study. This is a two year process with the review being October 19, 2009. A template will be sent out to the department chairs tomorrow (10/4) to help departments do a self study as part of this accreditation review. Carolyn Wells has been assigned to go through the program reviews that the departments have previously done to extract the information that is needed for the department self-study. This information will be posted to the accreditation website that is being developed. Departments will then need to go through that information make sure it is accurate, update it. This will need to be done by the end of Fall quarter. The committee's goal is to have the draft of the self-study done by the end of this academic year. Either in the summer or fall we will be doing a mock review. Next year will be spent correcting issues found through the mock review. There are currently 35 faculty involved with the standards committees. We currently need a chair for the standards 6 committee (Governance). If anyone is interested or knows of someone who could chair this committee, please let Jeff Snedeker or the Senate office know. The accreditation website should be going live on Friday. It will take approximately two weeks for all the information to get put on the website. The committee is currently reviewing whether interdisciplinary programs will be included.

**SENATOR ORIENTATION** – Presented information on new senators, committees, vision and mission statements, senator responsibilities and Roberts Rules of Order. PowerPoint presentation is available on request.

**FACULTY ISSUES:** Senator Gray yielded the floor to Ruthi Erdman. Ruthi indicated she has been corresponding with Executive Committee about their currently being no representative for CWU's 300 NTT faculty. Traditionally the election was held in the spring. Under new Academic Code the representative must be elected during Fall quarter. Concerned about how long it takes to get faculty records and there won't be a representative until winter quarter. Ruth suggested revising the Academic Code to hold the election in the spring using the previous winters records. Senator

Donahoe asked if a motion could be made now so this can be taken care of. Interim Chair Snedeker indicated this matter needed to be reviewed and asked for time to make sure it is done correctly and will be brought back with a report at the next meeting.

**OLD BUSINESS** - None

## **REPORTS/ACTION ITEMS**

### **SENATE COMMITTEES:**

#### **Executive Committee:**

**Motion No. 07-02(Approved):** "Adoption of 2007-08 Operating Procedures/Roberts Rules of Order attached as Exhibit A"

**Motion No. 07-03(Jeffrey Snedeker 27 yes, 1 abstention):** Election of 2007-08 Faculty Senate Chair - Nominee: Jeffrey Snedeker, Professor of Music." No nominations from the floor.

**Motion No. 07-04(Approved):** "Nominations for the 2007-08 Faculty Senate Parliamentarian." Nominations: Michael Ogden. Moved and seconded to close nominations.

**Motion No. 07-05 (First read, will vote 11/7):** "To approve amendments to the Faculty Senate Bylaws as outlined in Exhibit B."

**Motion No. 07-06 (First read, will vote 11/28)** "To approve amendments to the Faculty Academic Code as outlined in Exhibit C." Code is a separate document from the bylaws. Academic Code effects faculty in a broader sense than just the Senate. Senate is one section in the Code. Changes that are proposed for the Code have to go through a more formal process and will have to be approved by the BOT. We want the changes to be minimal. Want both documents to be consistent. Rawlinson – after the Senate finished reviewing these proposals, is that final say so. Code changes go through the BOT after Senate is finished.

**Motion No. 07-07(Loran Cutsinger – 22 yes, 6 abstentions):** "Receive nominations for the Senate Executive committee member-at-large position". Nominee: Loran Cutsinger. Moved and seconded to close nominations.

**Academic Affairs Committee:** Will have its first meeting October 11<sup>th</sup> 3:45 in Barge 410.

**Academic Code and Bylaw Committee:** No report. No meetings currently arranged.

**Curriculum Committee:** First meeting is meeting is scheduled for tomorrow (10/4) at 3:00 in Barge 304. Rodney Bransdorfer indicated the committee has been struggling to get curriculum deadlines moved forward; however they seem to be moving backwards. This year there will be earlier deadlines than before. Program changes will need to be in by December 3<sup>rd</sup> if they are to go into affect next year.

**General Education:** First meeting is scheduled for Monday, October 8<sup>th</sup> at 2:00 p.m. in Michaelsen 126.

**Evaluation and Assessment Committee:** No report. No meetings currently arranged.

**Faculty Legislative Representative:** Jim Huckabay is in the second of his three year term. Jim said it is an honor to represent the faculty to the legislature. He is one of six Faculty Legislative Representatives who represents the six public baccalaureate institutions. The Council of Faculty

Representatives works, for the most part, as a team in Olympia. This group has had a fair amount of success over the past few years. While the agenda for this year has not been set, the CFR will be having their first meeting in the next couple of weeks. The CFR plans to bring a revised version of a bill they floated last year proposing a faculty member be appointed to the baccalaureate Board of Trustees. This fall the CFR will be meeting with key legislators to talk about higher education prior to the session starting.

**Professional Development Committee:** No report. No meetings currently arranged.

**CHAIR:** Chair Snedeker indicated this year promises to be a very interesting year for the Senate. Senate has crossed the first wave of the excitement and debugging of the collective bargaining agreement. Now Senate needs to really step up and take the promise of shared governance seriously, particularly with regard to the academic functions of this university. One of priorities for the year, once we get through the bylaws, is the Assessment of Academic Administrators. The Executive Committee will be asking the Evaluation and Assessment Committee to revise this evaluation tool. Currently there is no clear buy-in from administrators and the faculty participation is small. The goal is to work with the administrators to create a useful tool that addresses Senate needs as well as to provide useful input for themselves. As part of this process we will be developing a tool to assess the Senate Executive Committee. Another priority will be to pursue a formal understanding and process between the UFC and the Senate. The Executive Committee will be working with the new General Education Program Coordinator and the General Education committee to complete the review of the General Education program. This year the Executive Committee is asking that all committees and senators send their motions and reports through the Executive Committee to be placed on the agenda. Chair Snedeker gave the Friends of the Senate report, with a report of the expenditures for the cookies and coffee provided for the meetings. Currently the cost is exceeding the current interest received from the Friends of the Senate account and senator contributions. \$8-10 from each Senator for the year will cover the costs of meeting refreshments.

**CHAIR-ELECT:** Please remember to take one of the Transforming Lives campaign handout provided by President McIntyre. Chair-Elect Manweller thanked Jeff Snedeker for agreeing to take over for Melody Madlem who had to step down from the Chair position during the summer.

**PRESIDENT:** Timothy Egan, the One Book, One Campus author is speaking on campus tonight at 7:00 p.m. The annual State of the University address was yesterday. The address was taped for future viewing and will appear on channel 15. The text of the address will be posted to the President's web page. There were two main issues for the year. One is enrollment planning for the legislature's additional 630 FTE funding over two years. This year the funding is for 260 FTE and next year 370 FTE. Some of the funding is for general students and some is for high demand areas. Banners went up on campus today announcing the public portion of the comprehensive funding campaign. The campaign has been in a quiet phase since July 2005 and has been very successful. The university has some very loyal and grateful alumni, which is contrary to the feasibility study that had been done. The Crimson and Black gala is the kick off event. The President reminded everyone that the new faculty reception is October 11<sup>th</sup>. The Performing Arts and Presidential Speakers series is bringing Patricia Limerick, October 17<sup>th</sup> at 7:30 to speak. The theme this year is lessons from history.

**PROVOST:** The legislature directed much of the funding for CWU towards high demand areas. They have specified the areas of Math and Science. There is also talk about engineering which Central has interpreted as industrial engineering, and some discussion about special education and English as a Second Language. There is also funding for general enrollments. The Provost indicated he is on a committee that is working on how to determine the true high demand areas and how to market them. The Provost encouraged everyone to hear Timothy Egan tonight. This year the One Book, One Campus the Provost is providing books for all freshman students, and for students of any course that requires the books as a significant part of the course. The

committee is looking at expanding this program to include the community next year. It is possible there might be a grant to provide approximately 50 books to the Ellensburg Library for checkout. Will be continuing the Friday Fest and the first will be October 12<sup>th</sup>. There will be six throughout the year, with different sponsors for each. The university is currently in the process of recruiting an Assistant Vice President of Faculty Relations. There are three candidates coming to campus, with the first coming next week. The position is now focused more on faculty human resources/collective bargaining dealing with creating a faculty HR division. The position requirement is a Master degree with a PhD preferred. The faculty development position that was part of the previous position is being worked on and may be divided between two of the AVP's within the Academic Affairs division. The Center for Teacher Scholar position has been put on hold for the moment, until the new administrative structure is defined. There are currently three applicants for the CTL director position and the Provost will be soliciting more soon. The Provost will be speaking with department chairs in CEPS to talk about recruiting for an Interim Dean. The McNair Scholars program was funded this year. The STEP (Science Talent Enhancement Program) grant was funded this summer and put in to place this fall. Each of these two grants was funded at approximately \$1 million dollars. Patsy Callaghan has been selected as the General Education program coordinator.

**STUDENT REPORT:** No report

**NEW BUSINESS** - Bob Hickey announced that the UFC is starting up a First Friday fest. All faculty are welcome to attend and the UFC is going to buy a couple appetizers. The first will be this Friday around 5:00 at the Starlight Lounge. .

Meeting was adjourned at 5:05 p.m.

## Exhibit A

### 2007-08 Faculty Senate Operating Procedures:

1. Robert's Rules of Order, THE MODERN EDITION (ISBN 0-425-11690-5) will be the accepted authority for procedural operations. The senate's bylaws take precedence over Robert's Rules of Order.
2. Committee reports will be automatically accepted. If there is an action item that a committee desires to submit with 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 committee will be asked to submit a report and written copies of any motion or action that it would like to have taken.
3. Committee reports and motions shall be submitted to the Faculty Senate office by noon on the Tuesday of the week preceding the senate meeting in which action is expected. This policy allows for the timely mailing of the meeting agenda. All committee motions submitted for action by the senate must be accompanied by an abstract-size plain English summary stating the content, reason for the proposal, and intended effect of the motion. This summary will be sent to the faculty prior to the initial Senate meeting in which the motion will be considered for adoption. As a general rule, substantive committee motions that do not accompany the agenda will not be discussed and voted on until a subsequent meeting. An extended agenda will be sent to all Senators, who shall give it to their Alternate if they are unable to attend the meeting.
4. Concerning discussion rules, senators will use the procedure of seeking recognition from the Chair if they want to speak to an issue. Speaking without Chair recognition is out of order. Discussion on arguments for and against the issue will be alternated. A visitor will be given recognition if the floor is yielded by a senator. If no senator desires to speak and a visitor would like to make a point, the Chair will recognize the person. A visitor will be recognized if a preliminary request is made to the senate office for an opportunity to speak or if the Chair invites a person to speak.

## **Exhibit B**

Faculty Senate Bylaws

## **Exhibit C**

Faculty Senate Academic Code