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CWU Faculty Senate Minutes - 05/30/07

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CENTRAL WASHINGTON UNIVERSITY
FACULTY SENATE

REGULAR MEETING
Wednesday, May 30, 2007, 3:10 p.m.
BARGE 412
MINUTES

ROLL CALL:

Senators: All senators or their alternates were present except: Breanna Banchemo, Dan Beck, Gina Bloodworth, Lori Braunstein, John Bryant, Scott Calahan, Anthony Diaz, William Folkestad, Karen Hendricks, Boris Kovalerchuk, Andy Piascsek, Ian Loverro, Tim Melbourne, Tyler Oxley, Mark Soelling and Tom Wellock.

Visitors: Kim Bartel and Sheryl Grunden

CHANGES TO AND APPROVAL OF AGENDA Agenda approved.

MOTION NO. 06-39(Approved): APPROVAL OF MINUTES of May 2, 2007.

COMMUNICATIONS - None

FACULTY ISSUES: Professor Dittmer indicated his concern with the inefficiency of how the Senate runs. Chair Dippmann indicated any suggestions or proposals should be sent to the Senate Executive Committee for their review. Senator Manweller asked if the Performance Adjustment process and recipients materials would be made available for review. This would help others in knowing what they need to strive towards. The Provost indicated currently the process does not allow that and suggested talking with the union about that. Senator Erdman expressed a concern regarding non-tenure track faculty not being on Senate Committees. Chair Dippmann corrected this as currently there are non-tenure track faculty appointed to Senate committees.

OLD BUSINESS - None

SENATOR RECOGNITION

Outgoing Senators Lt. Col Bryant, Stella Moreno, Lori Braunstein, Greg Cant, Cpt Tyler Oxley, Andy Piascsek, Karen Hendricks, Ruthi Erdman, student senators, Breanna Banchemo, Danielle Martinez and Katie Underwood were recognized for their service to the Faculty Senate.

Motion No. 06-46 (Approved)

"Whereas, Jeffrey Dippmann has continued the excellent working relationship of the Faculty Senate with the administration; and

Whereas, he has continued a close working relationship between the Faculty Senate and the United Faculty of Central, recognizing that both strive for the common good of all faculty; and

Whereas, he has worked diligently to represent the widely diverse concerns of the CWU faculty; and

Whereas, he has carried out his duties in a manner that builds faculty collegiality,

Be it resolved that the Central Washington University Faculty Senate thanks Jeffrey Dippmann for his excellent leadership in the role of Chair of the Faculty Senate for Academic Year 2006-2007."

Motion 06-47 (Approved)

"Whereas, Michael Ogden has served as past-chair of the Faculty Senate for the Academic year 2006-2007, bringing his years of service on the executive committee to 3; and

Whereas he has carried out his duties in a manner that is pro-active and constructive,

Be it resolved that the Central Washington University Faculty Senate thanks Michael Ogden for his excellent work in the role of Past-Chair of the Faculty Senate for Academic Year 2006-2007"

REPORTS/ACTION ITEMS

SENATE COMMITTEES:

Executive Committee: (Written Ballot)

Motion No. 06-40(Don Nixon): "Election of 2007-08 Faculty Senate Executive Committee Members At-Large - Nominee: Don Nixon, Management." Nominations from the floor: Susan Donahoe.

Motion No. 06-48 (Approved): In light of the growing of the General Education program, the Faculty Senate officially support the creation of a new position "General Education program coordinator".

Academic Affairs Committee:

Motion No. 06-41(Approved): "That the Academic Affairs section 5-9.4.34 "Class Attendance and Participation" of the CWU Policy Manual be amended as outlined in Exhibit A."

Academic Code and Bylaw Committee: Year-End Report

<http://www.cwu.edu/~fsenate/FSSC/Code.html>

Curriculum Committee:

Motion No 06-43(Approved): "Recommendation to accept a new minor in Douglas Honors College as outlined in Exhibit B."

Motion No. 06-44(Approved): "That Section 5-10.4.2 "Initiation of General Education Requirement Changes" be amended as outlined in Exhibit C.

Year End Report - <http://www.cwu.edu/~fsenate/FSSC/Curriculum.html>

General Education: No report Proposed reforms presentations to Provost Council how they are thinking about going. Bring that before the faculty this coming fall.

Evaluation and Assessment Committee: No report.

Faculty Legislative Representative: Jim Huckabay – This was a great budget year. A lot of strings were attached to the budget and is causing struggles across the board in higher education. This summer CFR will be talking about accountability and assessment, which has been a big issue in the legislature. CFR has worked very hard with staff people to get to the table. Two things will be continued is pulling together the tools we are now using to keep track of our students after they have graduated and the tools of how well they have learned. One of the conversations that has been going around the legislature is how do they know the state and the students are getting their monies worth. We are teaches maybe should be proactive, will have a report this fall prior to the administrators. In July there will be conference in Seattle regarding the development of accountability and assessment measure in higher education. CFR is looking at doing two van tours in October one on east side of the state and one on the west side. They will be visiting school districts in largely Hispanic, Latino, Native American and African American areas. On the west side African American district. CFR will be going in as faculty, not dressed in suits to let the students know what is possible and to invite them to consider higher education.

Professional Development Committee:

Year-End Report - <http://www.cwu.edu/~fsenate/FSSC/DevApprop.html> Mary Wise reported that the annual report is on the web. The committee has been meeting twice a month talking about possibilities for professional development. The committee is recommending it become a standing committee instead of an ad hoc committee.

Ad Hoc Scheduling Committee: Senator Cant reported that the committee has met and proposed a two tiered system. 100-200 level courses would have restrictions on when they can schedule block scheduling. The 300-400 level courses would not have restrictions and can be block scheduled. The aim of the committee was to have it take affect Winter quarter 2008.

CHAIR: Have spoken with the Provost and Linda Beath's office regarding the General Education program coordinator. The position description should be approved by end of this week. It is the intent that we would have somebody in this position by the end of June. effective for the Fall of 2007. This will be an internal search. The primary reporting line will be the Executive Committee and the Faculty Senate. Encourage anyone who has an interest to contact Jeff. Thank those who are still here and have enjoyed serving as Chair. Jeff thanked Janet for her work.

CHAIR-ELECT: Jim has really put a lot of phenomenal effort into CFR this year. He is a pro. . Faculty Assessment of Administrator data is being finished and should be available before the end of the quarter. Only the numerical data will be available, the written comments only go the individual and their supervisor. It has been an interesting and educational year. Melody indicated she is looking forward to next year.

PRESIDENT: The Provost will be meeting with Senator Murray's staff at 4:00. Thanks to the senators who are concluding terms and to the Senate Executive Committee. Another good year. Reminder about the Senator reception next Wednesday 3-5 in President Reception Center. There are some things that are good in the budget and some things of concern. With the Peak 20 Commission extension of Washington Learns hopefully the state moves ahead. President McIntyre indicated she is the chair of the Council of President's next year. Commencement speakers are Governor Christine Gregoire and Lori Matsukawa. This is the first time the Governor has come to speak on this campus. Courson and Muzzall are scheduled to be demolished next summer. The interim plan calls for green space in this area.

PROVOST: The Provost added his thanks to the Senate. This has been a year of major changes with implementing the Collective Bargaining Agreement. The Provost announced that Tracey Pellett has accepted the position as Associate Vice President of Undergraduate Studies. Dr. Pellet is current from Minnesota State Mancadeo. Carol Fautus has been hired as the Administrative Assistant to the Provost and will start on June 18th. Reminder that Honors Convocation is Friday, June 8th. Encouraged faculty to come to support our best and brightest students and to hear from the distinguished professors. The Spheres of Distinction proposals have been received and going through approximately 35 proposals. Performance Adjustment Process letters will be going out June 8th. Tenure and promotion letters have gone out as well as post tenure review letters. The new director of the Douglas Honors College will be Matthew Altman.

STUDENT REPORT: Senator Underwood reported she has been working with the Academic Affairs Committee on a student survey about finals week that will hopefully go out tomorrow. On Tuesday at 10:00 a.m. next week in the SUB pit, there will be the ASCWU state of the Associated Students report. Jaden is giving address on what has happened and looking forward to next year. Board transitions working with the new officers and setting up stuff for summer. Thank you for letting me serve for the past two years.

NEW BUSINESS - None

ADJOURNMENT – Meeting adjourned at 4:53 p.m.

Exhibit A

Motion No. 06-41

The committee would also like to recommend and encourage that this information be published to all faculty and students. (Catalog, SAFARI, etc.)

5-9.4.34 Class Attendance and Participation

- 5-9.4.34.1 Instructors may require regular class attendance.
- 5-9.4.34.2 The first day of the quarter is the first day of instruction listed in the university calendar. An instructor may drop a student from the class by notifying the registrar if the student has failed to attend the class by the end of the third day of the quarter or the first class meeting if the class does not meet during the first three days of the quarter.
- 5-9.4.34.3 A student who does not meet course prerequisites may be required to drop from the course.
- 5-9.4.34.4 Instructors are not required to offer makeup work for absences missed classes, including those missed during the Change of Class Schedule period, regardless of student course enrollment status. In cases where an absence meets the guidelines in 5-9.4.34.6, instructors are strongly encouraged to work with the student to make arrangements to avoid academic penalties due to absences.
- 5-9.4.34.5 Sponsors of university-approved activities requiring absence from campus will prepare and sign an official list of the names of those students who plan to be absent. It is each student's responsibility to present a copy of the official list to the appropriate instructors and make arrangements prior to the absence. (Academic Appeals Process can be found in Academic Affairs Policy Manual 5-9.23.)
- 5-9.4.34.6 Members of the university community directing or arranging such activities must adhere to the following guidelines:
 - a. Scheduling of such activities shall not overlap with official final examination periods;
 - b. Scheduling of such activities shall not require an absence of more than three (3) consecutive class days;
 - c. Scheduling of such activities shall be announced to the students far enough in advance for them to plan to fulfill course requirements;
 - d. Responsibility for seeking an exception to these guidelines lies with the sponsor and not with the student(s)

Exhibit B

Honors Minor

Douglas Colloquium Sequence

DHC 121, 122, 123, DH Colloquium I	6
DHC 131, 132, 133, DH Lecture I	3
DHC 221, 222, 223, DH Colloquium II	6
DHC 231, 232, 233, DH Lecture II	3
DHC 321, 322, 323, DH Colloquium III	6
DHC 331, 332, 333, DH Lecture III	3
DHC 421, 422, 423, DH Colloquium IV	6
DHC 431, 432, 433, DH Lecture IV	3

Douglas Senior Seminar (Thesis)

DHC 488, Senior Seminar	2
DHC 489, Senior Thesis	3

Students accepted into the William O. Douglas Honors College and completing the Douglas Colloquium course sequence and the Douglas Senior Seminar courses will have completed the Honors Minor (41 credits).

Honors Minor

The study of the Great Books and foundational ideas of Western and Non-Western Cultures trains students in reflective reading, synthesis, and critical thinking and hones their verbal and written communication skills.

Exhibit C

5-10.4.2 **Initiation of General Education Requirement Changes.** Individuals proposing ~~general education curriculum changes~~ an addition of an existing course to the general education curriculum or deletion of a course from the general education curriculum, will submit a completed general education rationale form. ~~with a description of the proposed change, including an effective date and a new course form, if the course is not an existing course, along with all appropriate signatures,~~ to the general education committee. After the general education committee acts on the proposal and, if approved, the chair of the general education committee completes a program change form and sends it to the FSCC chair.

If a proposed addition is a new course or an existing course with changes, the initial approval for the individual course first rests with the faculty senate curriculum committee. After the course has been approved, the originating department attaches the general education rationale form and description of the proposed change to the general education committee. After the general education committee acts on the proposal and, if approved, the chair of the general education committee completes a program change form and sends it to the FSCC chair.

The FSCC lists ~~it~~ the general education program change in the curriculum summary log. The academic community has two weeks to respond to the curriculum summary log. Following the two weeks, ~~held~~ the FSCC acts on the proposal, the chair adds a memo documenting curriculum committee action, and he/she sends it to the general education committee chair to be placed on the faculty senate agenda for action. The faculty senate chair then submits the faculty senate action to the provost.