1-19-2005

CWU Faculty Senate Minutes - 01/19/2005

Janet Shields

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ROLL CALL:
Senators: All senators or their alternates were present except: Lori Braunstein, Tim Burnham, Daniel CannCasciato, Senator Donahoe, Jim Eubanks, Jack Frost, Mark Goodenberger, David Laman, Mike Launius, Charles Li, Lt. Col. Bill Major and Casey Moore

Visitors: None

CHANGES TO AND APPROVAL OF AGENDA (Approved)

MOTION NO. 05-01(Approved): APPROVAL OF MINUTES of December 1, 2004

COMMUNICATIONS — None

REPORTS/ACTION ITEMS

Executive Committee

Motion No. 04-62 (Withdrawn): “Create an Ad Hoc Committee on One Book, One Campus to be comprised of a faculty member from COTS, COB, CEPS, CAH and the Library; a faculty member from the English Department (if the CAH representative is not from English); representative from Student Affairs (recruitment/retention); and one student representative.” - moved under the Provost as an Ad Hoc Committee.

Motion No. 05-02(Approved): Approval of the 2006–2007 Quarterly Calendar attached as Exhibit B.

Academic Affairs Committee

Motion No. 04-64(Approved): “Approval of changes to the Academic Affairs Committee description in the Faculty Senate Bylaws section IV.B.3.d. as outlined in Exhibit A.

REPORTS/DISCUSSION ITEMS

CHAIR: Personnel Committee is working on the Faculty Assessment of Administrators. This has been changed from Faculty Opinion of Administrators to Faculty Assessment of Administrators. The Executive Committee is working with administrators to get updated job descriptions and a statement of professional activities. These will be posted on the Faculty Senate web page during the survey time. The Executive Committee is working on a survey on grading and final examination week. SAB results from Plan A were received by faculty last week. Tuesday is the due date for Plan B. Thanksgiving week attendance for 2004-05 was reviewed.

CHAIR-ELECT: Chair-Elect Ogden expressed concern about departmental support for Distance Education compensation. This year the Communication department has to pay for distance education compensation from their adjunct budget. Due to the fact this was not budgeted, they are now facing the decision of cutting courses for spring quarter. Michael would like to hear from other departments how they are dealing with distance education compensation.

PRESIDENT: President is in Yakima at a comprehensive fund raising campaign focus group. They are in the early planning stages of this process. More detailed information will be available as plans are made.

PROVOST: Provost is spending a fair amount of time in Olympia this legislative session. Tomorrow will be attending a hearing on the Senate/House branch campus study. WSU and UW would like to expand their branch campuses to offer a four year degree. Currently working on a revision of accountability measures used at CWU. The University has hired Tom Hustoles as the chief negotiator for collective bargaining.
SENATE CONCERNS:
Tsunami Relief Effort – Jeff Dippmann. The Senate Executive Committee is looking into to participating in the relief effort spearheaded by ASCWU. Fund raising will go through the middle of next week. Encouraged Senators to remind faculty that students and administrators will be going around asking for donations. The Executive Committee has received a suggestion of using the complimentary text books that faculty receive as a means of raising funds to be used towards the relief effort. Margaret Smith, Internal Auditor, has indicated that it is against the Ethics policy for faculty to sell textbooks. However, there is a provision of donating textbooks to a charity. These books could be donated to a student organization and let that organization dispose of them as they see fit. The Executive Committee will continue to pursue this suggestion.

STUDENT REPORT: SUB/REC Committee needs a faculty member. The next meeting is Thursday, January 27th at noon in SUB 204/205. Please contact Heather Yergan through the ASCWU office.

SENATE COMMITTEES:

Academic Affairs Committee: No report

Budget Committee: The Committee has started its annual round of meetings with the Provost as a sounding board for budgets. Talked about the summer budget at the last meeting. The student FTE at the University Center's has gone up substantially.

Code Committee: The Code committee is continuing to work on the existing faculty code on what items they would recommend being retained and which should be subject to collective bargaining. Hoping to get information from ADCO to come up with proposal on chair compensation, but ADCO will be making that recommendation to the bargaining committee.

Curriculum Committee: The committee is reviewing curriculum proposals that have been sent in. Committee requests that those submitting these proposals, please read the forms carefully. They have been sending a lot of them back to the originator because they have not been filled out correctly. Final curriculum deadline for inclusion in the print catalog is February 3rd.

Development and Appropriations: The committee will be forwarding two recommendations on a design for distributing the faculty development funds available. They are working on a recommendation on faculty development days for next year. Application deadline for the University Wide Faculty Development funding will be April 5th.

General Education: The committee is in the process of accessing courses in the two diversity oriented breath requirements. At the request of the Provost, the committee will be looking at the University 101 course. Committee members will be going to Portland State University to tour their general education program. Their program has been nationally recognized as one of the top programs.

Personnel Committee: Working on the forms for the assessment of administrators. They are almost finished with those. The committee will be meeting with Provost and looking over the forms on Tuesday. They hope to have these ready to present something at the next faculty senate meeting.

Public Affairs Comm/Council of Faculty Reps/Faculty Legislative Representative: The Senate Super Education committee is a substantial committee dealing with everything from early learning to higher education. Mike Sells, CWU BOT, is serving as co-chair of this committee. The term “faculty productivity” has been coming up in several bills. Not sure what this means yet, but will continue watching this. The CFR representatives have been on campus at least three days a week. They have spoken with over 20 legislators, testified in eight committees and presented or dropped notes in 35 hours of hearings and workshops since the session has started. One of the proposals is performance audit measures. Not sure about the outcome for performance contracts. There are several proposals to change higher education funding to a six year sequence from its current two year sequence. This would take several years for this to be accomplished. So far, all the budgets show a pay raise for faculty. Currently they have it matching the negotiated staff raises. CFR will continue to work at keeping the pay raises in the budgets. The Higher Education Coordinating Board (HECB) is proposing new
student admission standards. Please check out the HECB website for additional information. There is some concern about the college in the high school program. The CFR is continuing to work on the open letter to the people of Washington. It will be passed through the Executive Committee before it is released to the public on February 21st. Jim encouraged faculty to come to Olympia on February 21st to speak with legislators about faculty issues. Still working on recruiting a new faculty legislative representative for Central next year. If you, or someone you know, might be interested, please let Jim or a member of Executive Committee know.

OLD BUSINESS – None

NEW BUSINESS - None

ADJOURNMENT - Moved to adjourn at 4:45 p.m
Exhibit A

IV. Committees

A. Senate Standing Committees

1. Powers and Duties

   d. The Faculty Senate Academic Affairs Committee shall be responsible for all general university academic policy where academic policy is defined as a statement or statements of principles designed to influence or determine decisions and actions of the University relative to fulfilling the instructional components of its mission. Academic policy may encompass not only issues of entrance and graduation requirements but also Withdrawals, Incompletes and other matters of general academic policy. It may include, but not be limited to, assessment, placement, and remediation policy; credit transfer and inter-institution articulation policy; teaching loads and scheduling policy; and physical facilities planning, management, and allocation to the extent that they affect the academic program. The Academic Affairs Committee will not ordinarily be involved in curricular or programmatic review and approval, though it will coordinate its own recommendations with departments, the Graduate Council, the General Education Committee, and the academic deans to insure smoothly functioning policy and procedures.

   Generally speaking, academic procedures do not fall within the purview of the Committee where academic procedures are defined as the formal steps by which policies are implemented and enforced. The Committee, however, may undertake review and recommend change in procedures in the event that procedures influence policy in ways inconsistent with the intent of the policy or otherwise to the detriment of the academic mission of the university.

   Notwithstanding Sections IV.B.1 and 2 of the Faculty Senate Bylaws, the Committee shall consist of eight faculty members, two from each of the four schools, and two students representing the ASCWU. In addition, the Provost or designee, a representative of the academic deans, and the Chair of the Academic Department Chairs Organizations (ADCO) should serve ex officio (without vote). The Committee would, therefore, be comprised of thirteen regular members. A quorum shall be based on regular voting members. In the event that none of the faculty members of the Committee is from the west-side off-campus programs, a non-voting representative of the off-campus program shall be invited to the meetings as liaison and shall share in all correspondence. Other persons with specialized knowledge, such as the Registrar, Director of Admissions, etc., et al., may be designated formally as consultants (without vote), and they and others may be called from time to time to advise the Committee as it sees fit.

   Members shall be appointed from among the faculty by the Faculty Senate Executive Committee. Department Chairs of the Schools Colleges in question shall be requested to submit nominations from among their respective faculties. The Committee shall select a Chair from among its voting members.

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   The agenda shall be set by the members of the Committee (ex officio members included) and/or the Senate Executive Committee. In addition requests may be made to place items on the agenda by individual faculty department chairs, academic administrators, or students. Appropriateness of items brought forward from outside the Committee or Senate Executive Committee shall be determined by the Committee.
Exhibit B

CWU QUARTERLY CALENDAR

FALL QUARTER
Open Registration
Classes begin
Change of Class Schedule Period
Deadline to apply for baccalaureate degree for Winter
Advising Week
Uncontested Withdrawal Deadline
Early registration for Winter
Veterans Day Holiday
Thanksgiving Recess
Faculty Development/Study Day
Final Exam Week
Days of Instruction

WINTER QUARTER
Open Registration
Classes begin
Change of Class Schedule
Deadline to apply for baccalaureate degree for Spring
Martin Luther King Jr. Holiday
Advising Week
Uncontested Withdrawal Deadline
Presidents Day Holiday
Early registration for Spring
Faculty Development/Study Day
Final Exam Week
Days of Instruction

SPRING QUARTER
Open Registration
Classes begin
Change of Class Schedule
Deadline to apply for baccalaureate degree for Summer
Advising Week
Early registration for Summer
Uncontested Withdrawal Deadline
Early registration for Fall
Memorial Day Holiday
Faculty Development/Study Day
Final Exam Week
Commencement
Days of Instruction
NOTE: Days of instruction (includes finals week)

2005–2006
September 19–20
September 21
September 21–27
September 30
October 31–Nov. 4
November 4
November 7–21
November 11
**November 23–25
December 5
December 6–9
(54)
**All day Wednesday

2006–2007
September 18–19
September 20
September 20–26
September 29
October 30–Nov. 3
November 3
November 6–20
November 10
**November 22–24
December 4
December 5–8
(54)
**All day Wednesday

2005–2006
January 23
January 3 4
January 3–9
9 4–10
January 13
January 16
February 13–17
February 17
February 20
February 21–March 3
March 13
March 14–17
(52)

2006–2007
January 2
January 3
January 3–9
January 12
January 15
February 12–16
February 14
February 19
February 20–March 2
March 12
March 13–16
(51)

2005–2006
March 27
March 28
March 28–April 3
April 7
May 8–12
May 8–June 2
May 12
May 15–26
May 29
June 5
June 6–9
June 10
(53)

2006–2007
March 26
March 27
March 27–April 2
April 6
May 7–11
May 7–June 1
May 11
May 14–25
May 28
June 4
June 5–8
June 9
(53)
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<td>June 18</td>
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<tr>
<td>Classes Begin (1st - Full)</td>
<td>June 19</td>
<td>June 18</td>
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<tr>
<td>Change of Schedule (1st - Full)</td>
<td>June 19–21</td>
<td>June 18-20</td>
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<tr>
<td>Deadline to apply for baccalaureate degree for Fall</td>
<td>June 23</td>
<td>June 22</td>
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<td>Open Registration (Six Week)</td>
<td>June 26–27</td>
<td>June 25-26</td>
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<td>Classes Begin (Six Week)</td>
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<td>Second and Full Terms Close</td>
<td>August 18</td>
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<td>New Freshmen</td>
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| New Transfer | March 10, 2005 | July 7–8 |
| New Freshmen | March 17, 2005 | July 11–12 |

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Roll Call 2004-05  
Faculty Senate Meeting: January 19, 2005

### SENATORS

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### ALTERNATES

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<td>BOWERS, Jan</td>
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Quorum: 22  
43 Senators  
G:senate\roster\rollcall04-05
Date: January 19, 2005

VISITOR SIGN-IN SHEET

Please sign (print) your name if you are not a faculty senator.
CENTRAL WASHINGTON UNIVERSITY
FACULTY SENATE

REGULAR MEETING
Wednesday, January 19, 2005, 3:10 p.m.
BARGE 412
AGENDA

I. ROLL CALL
II. CHANGES TO AND APPROVAL OF AGENDA
III. MOTION NO. 05-01: APPROVAL OF MINUTES of December 1, 2004
IV. COMMUNICATIONS
V. REPORTS/ACTION ITEMS (15 Minutes)

Executive Committee

Motion No. 04-62 (Delayed 12/1/04): "Create an Ad Hoc Committee on One Book, One Campus to be comprised of a faculty member from COTS, COB, CEPS, CAH and the Library; a faculty member from the English Department (if the CAH representative is not from English); representative from Student Affairs (recruitment/retention); and one student representative."

Motion No. 05-02: Approval of the 2006–2007 Quarterly Calendar attached as Exhibit B.

Academic Affairs Committee

Motion No. 04-64(read 12/1/04): "Approval of changes to the Academic Affairs Committee description in the Faculty Senate Bylaws section IV.B.3.d. as outlined in Exhibit A.

VI. REPORTS/DISCUSSION ITEMS

CHAIR: (15 Minutes)
CHAIR-ELECT: (5 Minutes)
PRESIDENT: (10 Minutes)
PROVOST: Summer Pro-ration Policy (10 Minutes)
SENATE CONCERNS: (5 Minutes)
Tsunami Relief Effort – Jeff Dippmann

STUDENT REPORT: (5 Minutes)

SENATE COMMITTEES: (10 Minutes)

Academic Affairs Committee:
Budget Committee:
Code Committee:
Curriculum Committee:
Development and Appropriations:
General Education:
Personnel Committee:
Public Affairs Comm/Council of Faculty Reps/Faculty Legislative Representative:

VII. OLD BUSINESS
VIII. NEW BUSINESS
IX. ADJOURNMENT

***NEXT REGULAR SENATE MEETING: February 9, 2005***  BARGE 412
Exhibit A

IV. Committees

A. Senate Standing Committees

1. Powers and Duties

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**Exhibit B**

**DRAFT 1/19/05 ~ CWU QUARTERLY CALENDAR ~ DRAFT 1/19/05**

**FALL QUARTER**
Open Registration
Classes begin
Change of Class Schedule Period
Deadline to apply for baccalaureate degree for Winter
Advising Week
Uncontested Withdrawal Deadline
Early registration for Winter
Veterans Day Holiday
Thanksgiving Recess
Faculty Development/Study Day
Final Exam Week
Days of Instruction

**WINTER QUARTER**
Open Registration
Classes begin
Change of Class Schedule
Deadline to apply for baccalaureate degree for Spring
Martin Luther King Jr. Holiday
Advising Week
Uncontested Withdrawal Deadline
Presidents Day Holiday
Early registration for Spring
Faculty Development/Study Day
Final Exam Week
Days of Instruction

**SPRING QUARTER**
Open Registration
Classes begin
Change of Class Schedule
Deadline to apply for baccalaureate degree for Summer
Advising Week
Early registration for Summer
Uncontested Withdrawal Deadline
Early registration for Fall
Memorial Day Holiday
Faculty Development/Study Day
Final Exam Week
Commencement
Days of Instruction

NOTE: Days of instruction (includes finals week)
### SUMMER QUARTER

<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>Open Registration (All Sessions)</td>
<td>June 19</td>
<td>June 19</td>
</tr>
<tr>
<td>Classes Begin (1st - Full)</td>
<td>June 19</td>
<td>June 18</td>
</tr>
<tr>
<td>Change of Schedule (1st - Full)</td>
<td>June 19-21</td>
<td>June 18-20</td>
</tr>
<tr>
<td>Deadline to apply for baccalaureate degree for Fall</td>
<td>June 23</td>
<td>June 22</td>
</tr>
<tr>
<td>Open Registration (Six Week)</td>
<td>June 26-27</td>
<td>June 25-26</td>
</tr>
<tr>
<td>Classes Begin (Six Week)</td>
<td>June 26</td>
<td>June 25</td>
</tr>
<tr>
<td>Change of Schedule (Six Week)</td>
<td>June 26-27</td>
<td>June 25-26</td>
</tr>
<tr>
<td>Independence Day Holiday</td>
<td>July 4</td>
<td>July 4</td>
</tr>
<tr>
<td>First Term Closes</td>
<td>July 19</td>
<td>July 18</td>
</tr>
<tr>
<td>Open Registration (2nd Term)</td>
<td>July 20</td>
<td>July 19</td>
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<tr>
<td>Classes Begin (2nd Term)</td>
<td>July 20</td>
<td>July 19</td>
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<tr>
<td>Change of Schedule (2nd Term)</td>
<td>July 20-21</td>
<td>July 19-20</td>
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<tr>
<td>Six-Week Session Closes</td>
<td>August 4</td>
<td>August 3</td>
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<tr>
<td>Second and Full Terms Close</td>
<td>August 18</td>
<td>August 16</td>
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### NEW AND TRANSFER ORIENTATION SCHEDULES

#### WINTER QUARTER 2004–2005
- New Transfer: December 2, 2004
- New Freshmen: December 9, 2004

#### SPRING QUARTER 2004–2005
- New Transfer: March 10, 2005
- New Freshmen: March 17, 2005

#### FALL QUARTER 2004–2005
- July 8–9
- July 12–13
- July 15–16
- July 19–20
- July 23 (Transfer)

#### 2005–2006
- July 7–8
- July 11–12
- July 14–15
- July 18–19
- July 22 (Transfer)
Faculty Values Statement

Adopted January 2004

We the faculty of Eastern Washington University agree that the following values make university life meaningful and possible:

- **Academic freedom:** Faculty members should enjoy the right to express views, teach, and conduct research without fear of retribution or censure.

- **Diversity of students, faculty, and administrators:** A rich variety of experiences, perspectives, and talents is essential to our strength as a university community.

- **Constructive and collaborative relationships:** Collegial relations between and among all members of the university community are the cornerstones of academic life.

- **Instruction designed to develop the love of learning, inquiry, and knowledge for its own sake:** We should encourage our students to appreciate the arts, humanities, and social and natural sciences as ways of enriching the quality of their lives, their understanding of the world, and their role as citizens in a democratic society.

- **Instruction designed to foster learning skills:** The undergraduate and graduate curriculum should help students develop lifelong learning skills enabling them to adapt to changing societal and career needs. These include the ability to write clearly, speak effectively, think critically, solve problems creatively, work cooperatively, and use advanced technological tools proficiently.

- **Instruction designed to encourage applied learning:** Our students should graduate with the ability to apply knowledge and skills from their core liberal arts education and disciplinary training in their lives, careers, and continuing education.

- **Substantial faculty leadership in university affairs:** Faculty members must be involved in setting university priorities, in recruiting individuals to fill vacancies on the faculty and administration, and in choosing faculty members to serve in such matters.

- **Scholarship and the arts:** Eastern Washington University faculty should be supported in achieving excellence in their disciplines at the local, regional, and national levels and in publicizing those accomplishments; the university and its reputation benefit greatly from such achievements.

- **Community Service:** Eastern Washington University should engage in activities to ameliorate social problems, provide assistance to K-12 teachers, and furnish other services contributing to the welfare of the region, the nation, and the world.

- **Ethical Conduct:** Underlying each of the above values is a belief in fostering ethical behavior in our students and modeling it in our own speech and actions.
### November 22 & 23, 2004 Attendance Report

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<thead>
<tr>
<th></th>
<th>CAH</th>
<th>CEPS</th>
<th>COB</th>
<th>COTS</th>
<th>Total</th>
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<tbody>
<tr>
<td># Faculty Reported</td>
<td>88</td>
<td>76</td>
<td>27</td>
<td>76</td>
<td>267</td>
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<tr>
<td>% Attendance of Enrollment on Monday</td>
<td>83.28%</td>
<td>86.53%</td>
<td>86.87%</td>
<td>79.97%</td>
<td>83.26%</td>
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<tr>
<td>% Attendance of Enrollment on Tuesday</td>
<td>78.79%</td>
<td>83.69%</td>
<td>74.68%</td>
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<tr>
<td>% of Normal Attendance on Monday</td>
<td>92.78%</td>
<td>97.79%</td>
<td>86.50%</td>
<td>95.19%</td>
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<td>% of Normal Attendance on Tuesday</td>
<td>88.12%</td>
<td>92.83%</td>
<td>97.60%</td>
<td>88.30%</td>
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<tr>
<td># reported canceling class</td>
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<td></td>
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</tbody>
</table>

### November 24, 25 & 26, 2003 Attendance Report

<table>
<thead>
<tr>
<th></th>
<th>CAH</th>
<th>CEPS</th>
<th>COB</th>
<th>COTS</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td># Faculty Reported</td>
<td>57</td>
<td>49</td>
<td>13</td>
<td>58</td>
<td>177</td>
</tr>
<tr>
<td>% Attendance on Monday</td>
<td>82.10%</td>
<td>78.98%</td>
<td>82.03%</td>
<td>79.83%</td>
<td>80.74%</td>
</tr>
<tr>
<td>% Attendance on Tuesday</td>
<td>82.60%</td>
<td>79.06%</td>
<td>77.66%</td>
<td>73.95%</td>
<td>78.32%</td>
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<tr>
<td>% Attendance on Wednesday</td>
<td>56.20%</td>
<td>50.11%</td>
<td>33.57%</td>
<td>37.02%</td>
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<td># reported canceling class on Wednesday</td>
<td>1</td>
<td>2</td>
<td>0</td>
<td>6</td>
<td>9</td>
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As of January 5, 2005