

REGULAR MEETING
Wednesday, November 4, 2020, 3:10 p.m.
Zoom
Minutes

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

ROLL CALL: All senators, or their alternates, were present except: Peter Dittmer, Michael Johnson, Lisa Norris, and Robert Pritchett

GUESTS: Ethan Bergman, Kevin Archer, Rose, Brower Spodobalski, Aaron Brown, Kandee Cleary, Josh Hibbard, Mike Harrod, Heidi Henschel-Pellett, Bernadette Jungblut, Ediz Kaykayoglu, Rebecca Lubas, Gail Mackin, Mark Meister, Becky Pearson, Maria Sanders, Bret Smith, Jeff Stinson, Sydney Thompson, Carolyn Thurston, Arturo Torres and Coco Wu

CHANGES TO AND APPROVAL OF AGENDA – Agenda was approved.

MOTION NO. 20-08(Approved): APPROVAL OF MINUTES of October 7, 2020

COMMUNICATIONS - None

Faculty Athletic Representative – Ethan Bergman

Dr. Bergman reported that every institution has a faculty athletic representative to act as a liaison between students and faculty. If there are questions or concerns about athletics you can contact Dr. Bergman. There are also faculty affiliates assigned to each of the athletic teams as a liaison. All fall sports were postponed and hope there will be some sort of abbreviated fall sports in the spring. This has been stressful time for student athletes. Dr. Bergman meets with the Athletic Director and coaches on a regular basis. The athletic representative also makes sure we follow rules for athletics.

Senator Lubinski indicated there needs to be better communication with faculty and coaches about their students.

SENATE CHAIR REPORT – Chair Delgado thanked faculty that have gone above and beyond by adjusting courses during the middle of the quarter. Many faculty have taken time to meet virtually with students to help in their success. Due to COVID-19 the university decided to end fall quarter two weeks earlier than normal. Chair Delgado indicated that he hopes you take some time during the break to recharge and spend time with family. The Faculty Senate Executive Committee received a large number of nominations from excellent candidates for the Diversity, Inclusivity, and Antiracism Task Force. The Executive Committee (EC) put a lot of time and effort evaluating each application carefully. Selecting the members was not easy because they all have incredible backgrounds and expertise. While we couldn't accept everybody due to budgetary constraints, we are, nevertheless, happy with the membership of the taskforce. Today we have an important motion from the Faculty Senate Executive Committee to ratify the members of this taskforce. The Executive Committee will meet with the taskforce before the quarter ends to discuss the final charges and their timeline. I want to thank every person who applied for this ad hoc committee and to

everyone who have supported this effort. The Faculty Senate Executive Committee learned about the administration's decision to offer the first two weeks of instruction of the winter quarter 100% online during the Board of Trustees meeting on October 29th. We didn't know about this before it was announced. While we understand the reasons why this decision was made, the Faculty Senate Executive Committee believes that we should have been consulted, especially when these decisions affect faculty members directly. We operate under the philosophy of shared governance and the Executive Committee hopes that better communication takes place in the future. At the last Faculty Senate meeting, there was a request for feedback from the Director of Project Management, James Jankowski, to update the opening plans during the winter quarter. Faculty Senate office sent out the Qualtrics survey to all faculty members on October 8th and received the report back on October 19th. There were about 55 responses. And the report was James. James would like to thank faculty members for taking the time to provide valuable feedback to his team. His team discussed the survey on technology and Associate Provost, Gail Makin, is working on communication to faculty about technology needs during the upcoming quarter so everyone can know the process if you need to request something for winter quarter. There were a few comments related to specific issues in a classroom, but since the survey was anonymous, his team doesn't know who had the issue or which classroom it was referring to. Janet Shields sent an email on October 26th letting faculty members know about this. The email includes a link where you can open a ticket with service desk with your specific issues. You can also email them at servicedesk@cwu.edu. The Faculty Senate Executive Committee met with the Board of Trustees on October 15th. The BOT is appreciative of the initiatives the Senate is taking to address issues of diversity, inclusivity, antiracism, inequality, and discrimination. Furthermore, they recognize the efforts put forward by faculty members to adjust to the difficult circumstances to offer a quality education at CWU during this pandemic. Walter and I, along with Sathy Rajendran, have been honored to serve on the Trustees Search Advisory Committee. The committee met on October 12th to evaluate the pool of candidates for the Presidential Search from 80 to 10. The Committee selected 10 candidates from the pool to conduct preliminary interviews via Zoom on October 19th and 20th. The semifinalists included five people of color and four women. Two were chancellors and four provosts. There was one former University President (now CEO), one COO, and one president. We, then, met on October 21st to discuss and select the final candidates. The co-Chairs of the Trustee Search Advisory Committee submitted the short list of five finalists to the BOT, which the Board endorsed on October 30, last Friday. All of these candidates have earned tenure in their respective fields. Three are provosts, one is a CEO and former University President, and one a president. Three are women and two are people of color. The trustees will interview finalists next week and hope to announce their appointment in December and hope to have a new president in office before the end of winter quarter.

FACULTY ISSUES – At the October 7th Senate Meeting, Senator Lawless indicated that EDTL faculty have been noticing teacher candidates not putting their best effort in class. They suspect that the Emergency Pass/Emergency Fail grade option is encouraging this behavior. They would like to see the EP/EF be rescinded for winter and spring quarters. The Executive Committee discussed this issue at our last meeting. We believe that we need to do everything in our power to support our students. Not only would this grade option be beneficial to students who are working, but it is also particularly important for students who are homeschooling their children. I also discussed this issue with the Provost and she agrees with the Executive Committee. The EP/EF grade option will be extended for the winter quarter.

Senator Klosterman in the Math department brought another issue to the Senate floor. He stated that the faculty members in the Math department are concerned about the draft core themes that were sent out. The survey asked faculty if they supported these goals. The department recognizes that these are all good goals and would expect faculty to agree. However, they are worried that they would require significant time and resources once implemented. In particular, they are concerned about how this could increase faculty workload without compensation. The Executive Committee discuss this issue at our last meeting. We believe that is it premature to worry about this now. We need to wait and see if faculty is affected by this when it is implemented. If that is the case, then, we will address the problem.

Finally, the last faculty issue discussed at the last Senate meeting was about the daily health check. Senator Perez is concerned that it feels like an unnecessary oversight and surveillance. It seems like many faculty members and students are not reading it anymore. They just click the symptoms without paying much attention. It feels cumbersome to complete it on a daily basis. I contacted the Director of Project Management, James Jankowski, via email on October 27th and explained these issues. He responded on October 30th letting me know that he spoke with the Associate Dean for Health and Wellness, Shante Elbert. He stated that they have not seen the level of adoption of the daily health check that they were hoping for and that his team will take a closer look at the tool, language, and process in order to see how it can become more effective. Given this, he decided to hold off on presenting to the Senate until his team can go through their evaluation process. He will get back to me with an explanation of how they plan to proceed in the winter. He assured me that his team will take our feedback into consideration. He also highlighted that he was not suggesting that his team was going to get rid of the daily health check. He just doesn't know what adjustments, if any, they will end up making, but that they will dive deeper into this issue.

Senator Perez asked about the status of any changes to advising.

Senator Goerger reported that students are indicating they can't make appointments with advising and are contacting faculty. Senator Goerger indicated he is not sure he can adequately advise for General Education. Students are indicating they are being referred to their major advisor from the professional advisor. Humanities and English has had this same issue as well.

STUDENT REPORT – Madeline Koval reported that the Student Academic Senate has had three meetings. They have been talking to students and asking about issues. They are trying to focus on what is going positive right now at the University. They have also been collecting testimonies from students on what faculty are not providing any sort of lecture. There are some faculty who only have had reading assignments out of the book, quizzes and tests out of the book and no interaction with the faculty member. There are resources and videos on how to make the most out of your online classes. Videos for faculty on how they should record their videos for online. There has been a concern for international students for housing during break. Housing has raised the price to stay over the break to \$600 from previously \$200. Senate-At-Large working with Wellness Center on the resources. They are also working on different message delivery other than just email. They are starting to utilize social media and face-to-face with students.

OLD BUSINESS - None

REPORTS/ACTION ITEMS

SENATE COMMITTEES:

Executive Committee

Motion No. 20-09(Approved 33 yes, 9 no, 8 abstentions): Endorse the 2022-2023 University Academic Calendar as outlined in Exhibit A.

Senator Jones asked if there could be a larger faculty discussion on the academic calendar. There are faculty would like to see Central continue the earlier start fall quarter.

Motion No. 20-10(Approved 45 yes, 6 abstain): Ratify the committee appointments as outlined in Exhibit B.

Academic Affairs Committee - report

Motion No. 20-11(Approved 39 yes, 5 no, 6 abstain): Recommends amending CWUP 5-90-040(20) Emergency Pass/Fail (EP/EF) Grades as outlined in Exhibit C.

Bylaws and Faculty Code Committee – See written report at the end of the minutes.

Budget and Planning Committee – Roxanne reported that the committee is in an information gathering process. They are currently exploring the relationship and impact of non-college and college budgets in Academic and Student Life (ASL) and how to better access budget data to increase the transparency. Working to set a meeting with the Provost and her team this quarter. PBAC did a study on the tuition waiver policy and their impact. They are currently waiting for a report from that subcommittee.

Curriculum Committee

Motion No. 20-12(Approved 45 yes, 1 no, 2 abstain): Recommends amending CWUP 5-50-060(13) and CWUR 2-50-060(10) Curriculum Rules for Implementation as outlined in Exhibit D.

Faculty Legislative Representative – Written report was provided and is included with the minutes.

PRESIDENT – President Gaudino indicated that the Governor's office requires the daily health check for the university to be open. Dr. Larson has indicated they are starting to see COVID fatigue within the community. The University will be offering voluntary exit COVID testing on November 12 and 13 for students. They are hoping to have a 48 hour turnaround for the results of those tests. Students will be required to be tested at the beginning of winter quarter. They can be tested here, or provide a similar test to the health center before being allowed into face-to-face classes. The University will also be doing surveillance testing and prevalence testing throughout the rest of the academic year. Faculty, chairs and deans will be asked to identify the high contact courses. Will do more prevalent testing in those departments. Any symptomatic student will get tested immediately.

PROVOST – Provost DenBeste reported she sent out an email yesterday with some resources. It is hard to predict what things will look like moving forward. The Provost realizes that this is difficult on everyone with the changes this year. All things COVID

webinars have been scheduled. If you see and hear specific things, please let Elvin or her know.

CHAIR-ELECT – Distinguished Faculty award nominations are due December 1st. The Open EC meeting will be November 18th from 3-4 p.m.

NEW BUSINESS - None

Meeting was adjourned at 4:53 p.m.

Exhibit A

FALL 2022 Proposed UNIVERSITY ACADEMIC CALENDAR

All deadlines are due by the close of business on that date. Information in this handbook may be subject to change.

If you have any questions, contact Registrar Services at 509-963-3001.

REGISTRATION AND CLASSES

April 25	Registration Assignment	Log into MyCWU to view enrollment appointment for web registration
April 25	Schedule Goes Live	View in MyCWU
April 25	Advising Begins	FALL 2022 advising
May 9	Registration Begins	For continuing students (<i>During the assigned enrollment appointment</i>)
August 1	OPEN ENROLLMENT	Students may add/drop classes until change of schedule period ends.
September 7	Leave of Absence	Students not attending FALL quarter must submit request
Sept 16-Oct 2 until midnight	CWU Payment Plan - Open Enrollment Period	Students may split their quarter charges in three payments instead of one. A \$50 enrollment fee applies.
September 21	CLASSES BEGIN	First day of classes for FALL
September 27	Change of Schedule Period Ends and Audit Deadline	Add/Drop classes- <i>Drops completed prior to this date or by the close of business on this date will not appear on transcripts or have tuition assessed. Deadline to declare audit grading basis.</i>
September 27	TUITION AND FEES DUE	Check with the Cashiers Office or view your statement online for amount due. Student has 100 percent tuition liability if classes are not dropped by this date.
Sept. 28-Oct. 4	\$25 Late Registration Fee	Instructor signature required to enroll
October 4	\$75 Fee - Unpaid Tuition and Fees	A \$75 late fee will be assessed on unpaid tuition-and-course-fee balances. Student has 100 percent tuition liability.
Oct.5-Nov. 1	\$50 Late Registration Fee	Instructor and Department Chair signatures required to enroll
October 20	\$125 Fee-Unpaid Tuition and Fees	A \$125 late fee will be assessed on unpaid tuition-and-course-fee balances. Student has 100 percent tuition liability.
Nov. 2-Dec. 2	\$75 Late Registration Fee	Instructor and Department Chair signatures required to enroll
November 7	Credit/No Credit	Deadline to declare credit/no credit
November 7	Registration for WINTER	See WINTER 2023 calendar
November 11	Veterans Day	No classes/administrative offices closed
November 23-25	Thanksgiving and Native American Heritage Day Recess	No classes/administrative offices open November 23 No classes/administrative offices closed November 24-25
December 2	Course Challenge Form Deadline	Deadline to submit course challenge forms to Registrar Services
December 2	Classes End	Last day of class instruction
December 5	Study Day	Study Day
December 6-9	FINAL EXAMS	See exam schedule
December 9	End of Quarter	End of Quarter (last day of finals)
December 13	Grades Due	10:00 p.m. deadline for instructors to submit grades via MyCWU
54	Instructional Days per Quarter	Includes final exams and study days

WITHDRAWAL DEADLINES

GRADUATION DEADLINES

Oct. 20	Deadline for 50 percent refund with complete withdrawal	Jul. 1	Deadline to apply for baccalaureate degree for FALL 2022
Nov. 7	Uncontested withdrawal period deadline	Sept. 21-27	Master's degree final folder check for FALL needs to be requested during first week of classes
Dec. 2	Hardship withdrawal petition deadline	Sept. 30	Deadline to apply for baccalaureate degree for WINTER
Dec. 2	Complete university withdrawal	Dec. 2	Complete the final "Turnitin" check. All forms submitted and fees paid for FALL graduation for Thesis Option Students
		Dec. 9	Complete all master's degree requirements for FALL graduation

WINTER Proposed 2023 UNIVERSITY ACADEMIC CALENDAR

All deadlines are due by the close of business on that date. Information in this handbook may be subject to change.

If you have any questions, contact Registrar Services at 509-963-3001.

REGISTRATION AND CLASSES

October 24	Registration Assignment	Log into MyCWU to view enrollment appointment for web registration
October 24	Schedule Goes Live	View in MyCWU
October 24	Advising Begins	WINTER advising
November 7	Registration Begins	For continuing students (<i>During the assigned enrollment appointment</i>)
December 12	OPEN ENROLLMENT	Students may add/drop classes until change of schedule period ends.
December 21	Leave of Absence	Students not attending WINTER quarter must submit request
Dec. 30-Jan. 15 until midnight	CWU Payment Plan - Open Enrollment Period	Students may split their quarter charges in three payments instead of one. A \$50 enrollment fee applies.
January 4	CLASSES BEGIN	First day of classes for WINTER
January 10	Change of Schedule Period Ends and Audit Deadline	<i>Add/Drop classes-Drops completed prior to this date or by the close of business on this date will not appear on transcripts or have tuition assessed. Deadline to declare audit grading basis.</i>
January 10	TUITION AND FEES DUE	Check with the Cashiers Office or view your statement online for amount due. Student has 100 percent tuition liability if classes are not dropped by this date.
January 11-19	\$25 Late Registration Fee	Instructor signature required to enroll
January 16	Martin Luther King Jr. Holiday	No classes/administrative offices closed
January 17	\$75 Fee - Unpaid Tuition and Fees	A \$75 late fee will be assessed on unpaid tuition-and-course- fee balances. Student has 100 percent tuition liability.
Jan. 19-Feb. 15	\$50 Late Registration Fee	Instructor and Department Chair signatures required to enroll
February 2	\$125 Fee -Unpaid Tuition and Fees	A \$125 late fee will be assessed on unpaid tuition-and-course- fee balances. Student has 100 percent tuition liability.
February 13	Registration for SPRING	See SPRING 2023 Calendar
Feb. 16-Mar. 10	\$75 Late Registration Fee	Instructor and Department Chair signatures required to enroll
February 17	Credit/No Credit	Deadline to declare credit/no credit
February 20	Presidents Day	No classes/administrative offices closed
March 10	Course Challenge Form Deadline	Deadline to submit course challenge forms to Registrar Services
March 10	Classes End	Last day of class instruction
March 13	Study Day	Study Day
March 14-17	FINAL EXAMS	See exam schedule
March 17	End of Quarter	End of Quarter (last day of finals)
March 21	Grades Due	10:00 p.m. deadline for instructors to submit grades via MyCWU
51	Instructional Days per Quarter	Includes final exams and study days

WITHDRAWAL DEADLINES

GRADUATION DEADLINES

Feb. 2	Deadline for 50 percent refund with complete withdrawal	Sept. 30	Deadline to apply for baccalaureate degree for WINTER 2023
Feb. 17	Uncontested withdrawal period deadline	Jan. 4-10	Master's degree final folder check for WINTER needs to be requested during first week of classes
March 10	Hardship withdrawal petition deadline	Jan. 13	Deadline to apply for baccalaureate degree for SPRING 2023
March 10	Complete university withdrawal	March 10	Complete the final "Turnitin" check. All forms submitted and fees paid for WINTER graduation for Thesis Option Students
		March 17	Complete all master's degree requirements for WINTER graduation

SPRING Proposed 2023 UNIVERSITY ACADEMIC CALENDAR

All deadlines are due by the close of business on that date. Information in this handbook may be subject to change.

If you have any questions, contact Registrar Services at 509-963-3001.

REGISTRATION AND CLASSES

January 30	Registration Assignment	Log into MyCWU to view enrollment appointment for web registration
January 30	Schedule Goes Live	View in MyCWU
January 30	Advising Begins	SPRING advising
February 13	Registration Begins	For continuing students (<i>During the assigned enrollment appointment</i>)
March 14	Leave of Absence	Students not attending SPRING quarter must submit request
March 20	OPEN ENROLLMENT	Students may add/drop classes until change of schedule period ends.
Mar. 23-Apr. 8 until midnight	CWU Payment Plan - Open Enrollment Period	Students may split their quarter charges in three payments instead of one. A \$50 enrollment fee applies.
March 28	CLASSES BEGIN	First day of classes for SPRING
April 3	Change of Schedule Period Ends and Audit Deadline	Add/Drop classes-Drops completed prior to this date or by the close of business on this date will not appear on transcripts or have tuition assessed. Deadline to declare audit grading basis.
April 3	TUITION AND FEES DUE	Check with the Cashiers Office or view your statement online for amount due. Student has 100 percent tuition liability if classes are not dropped by this date.
April 4-10	\$25 Late Registration Fee	Instructor signature required to enroll
April 10	\$75 Fee - Unpaid Tuition and Fees	A \$75 late fee will be assessed on unpaid tuition and course fee balances. Student has 100 percent tuition liability.
April 11-May 8	\$50 Late Registration Fee	Instructor and Department Chair signatures required to enroll
April 26	\$125 Fee -Unpaid Tuition and Fees	A \$125 late fee will be assessed on unpaid tuition and course fee balances. Student has 100 percent tuition liability.
May 1	Registration for SUMMER	See SUMMER 2023 Calendar (Schedule goes live April 17 th)
May 8	Registration for FALL	See FALL 2023 Calendar (Schedule goes live April 24 th)
May 9-June 2	\$75 Late Registration Fee	Instructor and Department Chair signatures required to enroll
May 12	Credit/No Credit	Deadline to declare credit/no credit
May 17-18	SOURCE Days	Instructional days - Research projects
May 29	Memorial Day	No classes/administrative offices closed
June 2	Course Challenge Form Deadline	Deadline to submit course challenge forms to Registrar Services
June 2	Classes End	Last day of class instruction
June 5	Study Day	Study Day
June 6-9	FINAL EXAMS	See exam schedule
June 9	End of Quarter	End of Quarter (last day of finals)
June 9	Masters Hooding Ceremony and Commencement	Masters Commencement Ceremony - Ellensburg
June 10	COMMENCEMENT	Commencement Ceremonies - Ellensburg
June 11	COMMENCEMENT	Commencement Ceremonies - Kent
June 13	Grades Due	10:00 p.m. deadline for instructors to submit grades via MyCWU
53	Instructional Days per Quarter	Includes final exams and study days

WITHDRAWAL DEADLINES

GRADUATION DEADLINES

April 26	Deadline for 50 percent refund with complete withdrawal	Jan. 13	Deadline to apply for baccalaureate degree for SPRING 2023
May 12	Uncontested withdrawal period deadline	Mar. 28-Apr. 3	Master's degree final folder check for SPRING needs to be requested during first week of classes
June 2	Hardship withdrawal petition deadline	April 7	Deadline to apply for baccalaureate degree for SUMMER 2023
June 2	Complete university withdrawal	June 2	Complete the final "Turnitin" check. All forms submitted and fees paid for SPRING graduation for Thesis Option Students
		June 9	Complete all master's degree requirements for SPRING graduation

SUMMER SESSION 2023 Proposed

UNIVERSITY ACADEMIC CALENDAR

All deadlines are due by the close of business on that date. Information in this handbook may be subject to change.

If you have any questions, contact Registrar Services at 509-963-3001.

REGISTRATION AND CLASSES

April 17	Schedule Goes Live	View in MyCWU
April 17	Advising Begins	SUMMER advising
May 1	Registration Begins	Summer Session
June 14-26 until midnight	CWU Payment Plan - Open Enrollment Period	Students may split their quarter charges in three payments instead of one. A \$50 enrollment fee applies.
June 19	CLASSES BEGIN	Classes begin for six-week and full session
June 21	Change of Schedule Period Ends	Add/Drop classes-Drops completed prior to this date or by the close of business on this date will not appear on transcripts or have tuition assessed.
June 21	TUITION AND FEES DUE	Check with the Cashiers Office or view your statement online for amount due. Student has 100 percent tuition liability if classes are not dropped by this date.
June 22-June 28	\$25 Late Registration Fee Six-week Session and Full Session	Instructor signature required to enroll
June 29-July 14	\$50 Late Registration Fee Six-week Session	Instructor and Department Chair signatures required to enroll
June 29-July 27	\$50 Late Registration Fee Full Session	Instructor and Department Chair signatures required to enroll
June 30	\$75 Fee - Unpaid Tuition and Fees	\$75 fee will be assessed on unpaid tuition and course fee balances. Student has 100 percent tuition liability.
July 4	Independence Day Holiday	No classes/administrative offices closed
July 17-28	\$75 Late Registration Fee Six-week Session	Instructor and Department Chair signatures required to enroll
July 18	\$125 Fee -Unpaid Tuition and Fees	\$125 fee assessed on unpaid tuition and course fee balances. Student has 100 percent tuition liability.
July 28-Aug. 18	\$75 Late Registration Fee Full Session	Instructor and Department Chair signatures required to enroll
July 28	Six-week Session Classes End	Last day of class instruction for six-week session
August 1	Grades Due Six-week Session	10:00 p.m. deadline for instructors to submit grades via MyCWU
August 18	Full Session Classes End	Last day of class instruction for full session
August 22	Grades Due Full Session	10:00 p.m. deadline for instructors to submit grades via MyCWU

WITHDRAWAL DEADLINES

GRADUATION DEADLINES

July 14	Deadline for 50 percent refund with complete withdrawal	Aug. 11	Complete university withdrawal for full session
July 14	Uncontested withdrawal period deadline for six-week session	April 7	Deadline to apply for baccalaureate degree for SUMMER 2023
July 21	Hardship withdrawal petition deadline for six-week session	June 19-23	Master's degree final folder check for SUMMER needs to be requested during first week of classes
July 21	Complete university withdrawal for six-week session	June 30	Deadline to apply for baccalaureate degree for FALL 2023
July 28	Uncontested withdrawal period deadline for full session	Aug. 11	Complete the final "Turnitin" check. All forms submitted and fees paid for SUMMER graduation for Thesis Option Students
Aug. 11	Hardship withdrawal petition deadline for full session	Aug. 18	Complete all master's degree requirements for SUMMER graduation

Exhibit B

Committee	Name/Department	Term
Budget & Planning Committee		
(1 COTS vacancy)	Levente Fabry-Asztalos, Chemistry	11/4/20 - 6/14/23
Antiracism, Diversity & Inclusivity Task Force		
1 CAH representative	Bobby Cummings, English	Underdetermined, but no more than two years
1 CB representative	Sayantani Mukherjee, Management	Underdetermined, but no more than two years
1 CEPS representative	Yukari Amos, EDTL	Underdetermined, but no more than two years
1 COTS representative	Liane Pereira, Psychology	Underdetermined, but no more than two years
1 LIB representative	Maureen Rust, Library	Underdetermined, but no more than two years
Evaluation and Assessment Committee		
1 COTS vacancy	Vacant	

Exhibit C



Number (if applicable): CWUP 5-90-040(20)

Title of Section: Emergency Pass/Fail (EP/EF) Grades

New **Revision**

Summary of changes:

This policy change comes from the following two charges given to the AAC by the EC:

AAC20-21.02 Consider making the Emergency Pass/Emergency Fail option for students in emergency situations permanent. **Timeline:** Fall Quarter

The Emergency Pass/Emergency Fail (EP/EF) grading option for students was created as a temporary grading option during the COVID-19 pandemic in the spring 2020 quarter. Consider whether to make the EP/EF grading option a permanent grade option that is only available under very specific circumstances. Any policy language should stipulate (a) under which circumstances this grade option will be made available to students; (b) a process to decide when this grade option should no longer be available to students; and (c) who will make the decision to enable or disable this grading option.

These changes are reflected in sections (1), (2), and (3) below.

AAC20-21.03 Consider revising the language used in Catalog for EP/EF grade option to address situations when a faculty member is going to submit a grade change for an Incomplete. **Timeline:** Fall Quarter.

Currently, the description of the EP/EF grade option in catalog states that: “Students will have 3 days after the date on which final grades are due to choose to retain the assigned letter grade or to choose an EP/EF grade.” This can be problematic for students receiving an Incomplete, who might not have an idea what their final grade will be until they complete the work for the course. These changes are reflected in sections (1)(E) and (F) below.

Justification of changes:

The committee believes that adding language regarding consultation with Faculty Senate and regarding authorization terms meets parts (a), (b), and (c) of charge AAC 20-21.02. We chose not to name specific circumstances or emergency types (as suggested in part (a) of the charge), and instead wrote language that relies on the best judgement of the Provost and Faculty Senate EC.

Regarding charge AAC20-21.03, the committee's goal was to create policy describing the options for students who are able to choose incomplete grades for classes that were taken during a term when the EP/EF policy was in effect. The committee believes that these additions will help clarify students' options in those cases.

Budget implications: No known budget implications.

CWUP 5-90-040(20) Emergency Pass/Fail (EP/EF) Grades

- (1) In the event of a major university campus emergency, the provost, in consultation with the Faculty Senate Executive Committee, may authorize the conditions of use for the grades defined below for undergraduate courses only.
 - (A) Instructors shall submit course grades as usual.
 - (B) Students may elect EP/EF conversions on a course-by-course basis.
 - (C) Upon such election, letter grades of C- or better shall be converted to a passing grade of EP; grades of D+ or lower shall be converted to EF.
 - ~~(D)~~ Students will have 3 days after the date on which final grades are due to choose to retain the assigned letter grade or to choose an EP/EF grade. This choice will be available on a course-by-course basis.
 - ~~(D)~~(E) Students who receive an Incomplete (I) grade during a term when the EP/EF Grade option was in effect may request an EP/EF grade. The request must be made within 3 days of the date final grades are due within the term when the I grade was converted to a final grade.
 - (F) If a grade was automatically converted from an I to an F as per 2-90-40-27-C, the grade is not eligible for the Emergency Fail option.
 - ~~(E)~~(G) Credits earned with a grade of EP/EF are not included in the computation of grade point averages.
 - ~~(F)~~(H) Credits earned with a grade of EP shall count toward program-specific passing requirements and general education requirements. Moreover, a grade of EP shall satisfy the prerequisites of subsequent courses.
 - ~~(G)~~(I) Transcripts that show a grade of EP/EF shall include a statement indicating that a state of campus emergency existed during the quarter in which the grade was posted.
 - (J) Credentialing for some programs/scholarships may require students to select the graded option. Students should consult with their major advisor before choosing the EP/EF grade.
- (2) The authorization of EP/EF Grades will be in effect for a specified term as designated by the provost in consultation with the Faculty Senate Executive Committee.
- ~~(2)~~(3) Any additional term where this option will be used requires a separate authorization as described in 5-90-040(20) (1)

[04/06/2020 - passed as temporary measure during Covid-19 pandemic during spring quarter, 2020. Approved by Faculty Senate Academic Affairs Committee, Faculty Senate Executive Committee, Provost's Council, and President James L. Gaudino.]

Exhibit D



Number (if applicable): CWUP 50-50-060 and CWUR 2-50-060

Title of Section: Curriculum Rules for Implementation

New Revision X

Summary of changes: Changing the number of years, if a course is not taught, to five years before being put on reserve.

Justification of changes: There was a change made to policy last year that changed the number of years a course numbers is put on reserve. This policy and procedure were approved by the committee to move forward to Senate with the other change, but was inadvertently left off what came before Senate. This is to rectify this error and make sure the policy and procedure are in alignment.

Budget implications: No known budget implications.

CWUP 5-50-060 Curriculum Rules for Implementation

(13) Reserve Courses and Programs

(A) Courses are put on reserve when they are not regularly scheduled course offerings or have not been taught for ~~three~~ five years. Reasons for placing courses on reserve could include temporary staffing changes, anticipated accreditation changes, etc.

(B) Programs are put on reserve when the curriculum becomes obsolete; student admission to the program has dropped, lack of teaching faculty/staff, or is no longer feasible to teach.

1. Programs will stay on reserve for three years before being permanently deleted.
2. A department may request that a program be taken off reserve within the first three years by submitting a program reactivate form reserve proposal. Changes to the reactivated program should be submitted using the program and/or narrative change proposal in Curriculog.

CWUR 2-50-060 Curriculum Rules for Implementation

(10) Reserve Courses and Programs

(A) Courses can remain on reserve for three years. After three years, they will become inactive automatically by Registrar Services or designee.

Courses that have not been taught for ~~three~~ five years will automatically be placed on reserve by ~~the~~ Registrar Services.

(B) Courses or programs to be placed on or taken off reserve should be submitted using the course or program reserve form for approval by the appropriate individuals as identified on the form and are sent to the FSCC for review.

REPORTS

To: Faculty Senate

From: Joshua Welsh, Academic Affairs Committee Chair

Date: November 2, 2020

Re: Faculty Senate Academic Affairs Committee Report

The Academic Affairs Committee continues to work through its list of charges. We began the year with a list of 15 charges, sent to us by the Executive Committee. One new charge has been added to the list, prioritized for Winter quarter (see below)

Fall Charges

This fall we have been working on charges involving the following areas of concern.

Anti-Racist or Race and Ethnicity Graduation Requirement

- AAC20-21.01 Consider revising policy language about the option to make an anti-racist and/or a race and ethnicity graduation requirement for undergraduate students.

This charge is related to the creation of the Diversity, Inclusivity, and Antiracism Task Force, which the full senate approved at our Oct 7, 2020 meeting. We expect work on this charge to move forward in the Winter quarter.

Emergency Pass/Fail

- AAC20-21.02 Consider making the Emergency Pass/Emergency Fail option for students in emergency situations permanent
- AAC20-21.03 Consider revising the language used in Catalog for EP/EF grade option to address situations when a faculty member is going to submit a grade change for an Incomplete. Timeline: Fall Quarter.

After considering these charges, the committee recommended that the senate make the Emergency Pass/Fall Grade policy permanent. This motion is before you today.

Optional SAT/ACT for Admissions

- AAC20-21.04 Consider revising the admissions criteria for first-year students to make the SAT/ACT optional.

After considering this charge and gathering feedback from the office of admissions, the committee decided to implement policy language to make the SAT and ACT test scores optional for all students seeking admission to the University. This motion should be before you at the next Senate meeting.

Disruptive Behavior in Academic Settings

- AAC20-21.05 Continue working on the language for policy 5-90-80 regarding Disruptive Behavior in academic settings

The committee has been gathering feedback on this charge from department chairs, student success and other stakeholders. We have not approved any specific policy language yet. Please contact me if you'd like to provide feedback on this topic.

Updates to Transfer Admission Policy

- AAC20-21.06 Consider updating the Transfer Admission Policy

The committee has gathered information and suggested policy language from the office of admissions and is nearly done crafting language to respond to this charge. The proposed policy language should come before the full senate this Winter.

Winter Charges

We will begin working on the following charges in the Winter quarter:

- AAC20-21.07 Consider the creation of a statute of limitations for accepting transfer credits
- AAC20-21.08 Consider exploring the potential benefits and drawbacks of creating a consistent set of statements that can be located in an online repository that faculty members can include in the syllabus by adding a link
- AAC20-21.09 Consider developing a policy and/or procedure for placing, communicating, and managing holds on student accounts.
- New Charge: Consider changes to the Reverse Transfer Policy

If you would like to provide feedback on any of our charges, please let me know at josh.welsh@cwu.edu

Bylaws and Faculty Code Report

The BFCC met on October 12, 2020 at 11 a.m. The committee reviewed charge BFCC20-21.01 which is: Consider revising the language regarding benefits and privileges for Emeritus Faculty as outlined in Faculty Code, Section I.B.2. The committee is in the process of reviewing and revising the language based on RCW42.52.070, RCW 42.52.080 and WAC 292.110.010, and awaiting feedback from the EC. The committee met again on October 26. We reviewed charge BFCC20-21.02 which is: Consider whether there are any changes to the Faculty Senate Bylaws or the Faculty Senate Faculty Code needed to deal with issues that have been exposed by the university response to the COVID-19 pandemic. We are drafting potential language to address this issue.



LEARN. DO. LIVE.

TO: Faculty Senate
FROM: Bret Smith, Faculty Legislative Representative
DATE: November 4, 2020
RE: Faculty Legislative Representative update

Dear colleagues,

As I write, the election is still ahead of us, and as our meeting, it will be behind us. For the state legislature, this means some new members and new committee assignments. This will take a few weeks to sort out, and I'll be sure to let you know of results that will be of interest to us.

Here are a few notes of meetings and conversations since my last report:

- The Council of Faculty retreat was held virtually on October 10. We were pleased to welcome Rep. Mari Leavitt, vice-chair of the House College and Workforce Development Committee, for comments and discussion. She shared her concerns about higher education losing the gains post-recession, and noted that the pandemic has not stopped (and possibly has increased) the workforce development needs. Among the “legitimate competing interests” for available budget dollars, she believes post-secondary education deserves to be a key consideration for post-pandemic recovery.

Paul Francis from the Council of Presidents shared some tips for connecting with legislators and staff, as well as highlighted some strengths of our current system (for example, Washington State is #1 in Associate-to-Bachelors transfer and completion). He also advised we emphasize the role of our institutions in the overall economy, i.e. jobs for graduates.

Chris Mulick, legislative director for WSU, echoed some of these sentiments while offering some frank and detailed observations about the upcoming budget discussions. He felt that equity and social mobility are themes that we want to articulate, particularly with the majority caucus.

- I met with Bill Lyne, head of the United Faculty of Washington, and faculty member at WWU for a general discussion. He indicated that the legislature seems to be more interested in the 4-year sector than in the past (HB 2158 being a good example). He feels faculty involvement with the College Promise Coalition and other similar groups will be important. Direct engagement with K-12 students may help with our very low rates of FAFSA completion.

- Given CWU’s historical and present role as a teacher education institution, I met with Bob Cooper, lobbyist for WACTE (Washington Association of Colleges of Teacher Education). He raised the issue of teacher shortages being impacted by retirements (early or otherwise) among teachers that may be uncomfortable returning face-to-face too swiftly. He is watching the Department of Retirement Systems data. He feels that budget cuts that hurt teacher education will ultimately hurt communities and K-12 students. The proposed elimination of the College of Education at University of South Florida is an example we might want to keep an eye on:
<https://www.insidehighered.com/news/2020/10/28/teacher-education-programs-continue-suffer-death-thousand-cuts>

These are just some highlights of the many issues we are keeping track of. It seems there is a consensus that the themes of contributing to an economic recovery and our work toward access, equity, inclusivity, and degree attainment are strong points for the higher education sector overall to make with the new Legislature.

As always, I’d love to share a call or virtual meeting with you if you have ideas, thoughts, suggestions, or would like to get involved with legislative affairs on behalf of our faculty and colleagues state wide. Please feel free to call (1548) or email (Bret.Smith@cwu.edu) any time and I’ll be delighted to talk!