

REGULAR MEETING
Wednesday, November 29, 2023, 3:10 p.m.
Draft Minutes

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

All Senators were present except: Tafere Belay, Thomas Long, Rich Marsicano, Kathryn Martell, Tim Melbourne, Don Wattam

Guests: Chris Denison, Charles Johnson, John Neurohr, Sathy Rajendran, Rodrigo Renteria-Valencia, Yoshiko Takahashi, Benjamin White, Jeff Dippmann, Michael Pease, Christina Bistricean, Sydney Thomson

CHANGES TO AND APPROVAL OF AGENDA Approved

MOTION NO. 23-10(Approved): APPROVAL OF MINUTES of November 1, 2023

COMMUNICATIONS No communications.

DEPARTMENT NAME CHANGE – Philosophy & Religious Studies - Jeff Dippmann indicated that the department made some changes to the curriculum a year ago to reflect what is being taught within the department. They would now like to change the department name to Philosophy and Comparative Religion to be consistent with the curriculum. Provide any feedback to Jeff Dippmann or the Faculty Senate office.

SENATE CHAIR REPORT

There are currently two open positions on the Antiracism, Diversity, & Inclusivity Committee and one opening on the Budget and Planning Committee. We have communicated these vacancies through email and verbal announcements in Senate since the spring. To ensure we have full committees, we will be utilizing CWU Faculty Senate Bylaws 3.a.5 (page 9), opening these positions to all faculty members for an appointment through June 15th, 2024, regardless of their college affiliation. Kindly share this information among your faculty members and encourage them to submit their applications.

Please remind your departments of curriculum deadlines, which are approaching soon. New courses and course and program change proposals are due to your department chair by December 8th. The full curriculum calendar can be found on the faculty senate website under "Curriculum and General Education Resources".

Please be advised that the next senate meeting date breaks with our usual pattern. Our next Senate meeting will be January 10th, not the first Wednesday in January. This is to avoid scheduling Senate on the first day of class.

As we approach the end of the fall quarter, I want to express my gratitude for your dedicated efforts in serving your students, contributing to your program and department, and supporting the university. As faculty members, we contribute in so many ways, giving a substantial part of ourselves. As the winter break approaches, I encourage you to prioritize some time for self-care, allowing yourself to recharge and engage in activities that bring you joy.

If you have faculty questions, concerns or comments please reach out to your EC representative, me, or come to Open EC, which is the Wednesday following faculty senate.

FACULTY ISSUES

UPDATES from the November 1 Faculty Senate meeting:

As a reminder, Faculty Issues is an opportunity for faculty to bring forward issues affecting faculty regarding academic standards, curricular questions, and academic shared governance. I also wanted to review the process that I follow once a faculty issue has been raised. Upon receiving a faculty issue, whether it be here, at open EC or directly, I follow up with the faculty member to ensure complete information is gathered before seeking a solution or reaching out to the appropriate persons or departments on campus.

Subsequently, I follow-up with the faculty member to update them and confirm their concerns are addressed, and finally I give an update at the next senate meeting. Remember, you are always welcome to attend the open EC or send me an email if your concern doesn't rise to the level of our Faculty Senate meeting, and I can help connect you with the right person.

Senator Dormady reported that a colleague was recently part of a gender wage gap. Wages are not under the purview of Faculty Senate as wages, hours and working conditions are under UFC. Nevertheless, I did reach out to Kara Gabriel for more information and shared that information with Senator Dormady. We were advised that the UFC could ask CWU to perform an equity audit within a department, but there isn't a mechanism in the CBA for making all faculty equal in pay. In the CBA Article 18.7.1 there is a mechanism that when promoted, faculty can be provided with more than a 10% pay increase "based on considerations such as market factors, personal achievement and other equitable factors". If a female faculty member is going up for promotion and indicates she is paid less than her male colleagues in her department or program they can make a case for a promotion-based increase above the minimum. This is the same for faculty of color. After our Senate meeting President Wohlpert brought the faculty issue forward to Dean Knirck, Provost Kirstein, and Associate Vice Provost Delgado for their review and follow-up. Please encourage faculty members to carefully review the Collective Bargaining Agreement, which contains crucial details and know that the UFC is there to help you.

Senator Dormady brought forward a concern regarding the lack of faculty who are representative of our students, especially as CWU moves toward being a Hispanic Servicing Institution (HSI). He expressed an interest in moving some of our Hispanic and Latina NTT faculty into tenure track lines. While Faculty Senate is of course not involved in hiring decisions, we encourage faculty to work with their chairs and dean to advocate for Tenure Track lines and encourage those Non-Tenure Track faculty to apply. The Faculty Senate supports the hiring of diverse faculty and recognizes that there is still work to be done in fully representing our students within our faculty.

Senator Lewis and Marilyn Levine expressed concerns about the new website. Faculty and staff directories should be on all department/program pages. I met with Marty Romero the Friday following Senate and sent out an update on the issues to all senators the following Monday. In the email I included that department specific directories can now be included on websites. Individual faculty websites are no longer a feature on the new website. As a way around this faculty can create their directory page to include a wide array of information including classes taught, CVs, direct links to publications, and any other information they would like to highlight. Its recommended faculty create their profile with links in a document and send it to your content creator to copy and paste onto your profile.

The final issue that has come up is that faculty have multiple profiles in the directory. This happens when you are listed in multiple departments in the content management system. At this time there is no way to resolve this, it's a future item the web team will work on. We recommend adding your photo and detailed bio to your main profile, viewers are more likely to choose the profile with the photo over the

others. As always you can submit a [Team Dynamix ticket](#) for help and the Webteam has open help hours each Tuesday.

I do want to recognize faculty for all your work and patience in this transition. It's been a lot of additional work for everyone, and we are working through the kinks together.

Marilyn Levine brought forward a concern about the lack of women leaders in administration and the support of women in leadership at CWU, noting that there have been several women leaders who have left the institution, which is discouraging to other faculty. I followed up with Marilyn to get more information after the Senate meeting and met with her last week to discuss my findings which I will share here. After our senate meeting President Wohlpart provided information on supporting females in leadership and I met with female leaders across campus.

- 6 of the 11 members of the Executive Leadership Team and 3 of 6 deans at CWU identify as female.
- The President's Office recently sent 3 female leaders to HERS, the Higher Education Resource Services, which is a leadership development and research organization dedicated to creating and sustaining a diverse network of female-identifying leaders in higher education.
- The President of the United Faculty of Central, and myself, as Chair of Faculty Senate both identify as female and are faculty representatives in leadership positions.
- There is support of females at the university through the reforming of a women's leadership group here at CWU, being spearheaded by Dania Cochran, Dean Yoshiko Takahashi, and others.
- In terms of communication with women in leadership I found that administration seeks feedback on many decisions throughout the organization.
- For example when Dr. DenBeste asked to step down Kara and myself were the first individuals who President Wohlpart reached out to.
- President Wohlpart also met with the Faculty Senate EC to get their feedback on the pathway forward.
- The updated Provost position description was sent to the EC and UFC for review and feedback, which our feedback was incorporated.
- Overall, the individuals I met with felt supported through mentoring and coaching from President Wohlpart and the administration.

We recognize that leadership transitions may result in changes to offices and positions, a common occurrence at most universities. Through this exploration, we observed that the university administration not only provides support for women in leadership roles but also actively seeks input and perspectives from individuals identifying as female.

Senator Bartlett indicated that the temperatures in Samuelson are too hot. They contacted Facilities and things were good for a couple of weeks, but the temperatures went back up. I reached out to Stuart Thompson, Interim Associate Vice President for Campus Planning and Facilities Management. He advised that work is being done on the HVAC system in Samuelson and it has been a challenging building to monitor and maintain consistent temperatures. Stuart was going to send someone to look at it again.

New Faculty Issues

Senator Pichardo asked if the IT department could enable Panopto recording in the Samuelson classroom. This has become an issue since going to Standard Administration and not being able to download software in the classroom.

Senator Ahn presented some issues with Curriculog. It is not being inconsistently presented. The summary in log Curriculog makes it harder to see proposals. Would like to request that both Curriculog and the Excell file have the proposal title in addition to the other information.

Senator Reynolds indicated that with poor eyesight the new website banner is in the way if you are using a smaller scree. You must scroll a lot to get to information. Could it be possible for web design to reduce the size of the banners so you can see better on smaller screens?

STUDENT REPORT – Charles Johnson indicated they emailed everyone a copy of the report today. ASCWU General Assembly will be January 22 5:00-7:00 p.m. in the SURC Ballroom. The group that went to HACCU continue discussion around HSI. How is the university planning to better serve our Hispanic and LatinX students? Students feel like we are too focused on a number to receive more funding. Students would like to see a plan of action for once we become an HSI and how we plan to serve these students. Working Wildcats is looking at what it would take to unionize student Grad Assistants and Research Assistants. Currently not all students are able to be represented by the union though we are planning to help lobby for legislation that would allow all students to be represented. WSA ten-year plan includes a fee increase from \$1 to \$2. CWU is the only university to have increased our dues and looking at equitable solutions to account for our increased amount. Looking at creating a new Satellite Campus Outreach Committee. This committee would focus on getting the satellite campuses involved and provide them a space to share the needs of the satellite campuses. ASCWU is receiving regular updates from the capital projects team to talk about the multicultural center. They have met with the OPSIS team earlier to discuss possible spaces and what they envision in the space. Students have expressed concerns over having taken online classes with no faculty involvement. Students feel that they are not receiving the desired amount of connection between student and faculty. One of the reasons students choose CWU is for the connections between student and faculty. How can we better create those connections between students and faculty. ASCWU is working to build more community partnerships. Working with EDA to strengthen relationships and bridge gap between community and CWU students. Looking at the possibility of partnering together with the community and the Wildcat Pantry. ASCWU will be doing a warm up for finals on December 4 from 12:00 – 4:00 p.m. SURC 236. Winter quarter ASCWU BOD meetings will be Mondays 12:00 – 1:00 p.m. in the SURC Pit and Senate meetings will be on Mondays 4:00 – 5:00 p.m. SURC 137B. Student Senate is still in need of a senator from the College of the Sciences.

OLD BUSINESS - None

REPORTS/ACTION ITEMS

SENATE COMMITTEES:

Executive Committee

Motion No. 23-11(Approved): Ratify 2023-2024 committee nominees as outlined in Exhibit A.

Bylaw and Faculty Code Committee

Motion No. 23-12(First reading of two): Recommends Bylaws section VII.D.1 as outlined in Exhibit B.

Motion No. 23-13(First reading of three): Recommends amending Faculty Code section IV.F.4 as outlined in Exhibit C.

Curriculum Committee – See written report

Motion No. 23-14(Postponed to January 10, 2024): Recommends amending CWUP 5-50-010 Jurisdiction for Curriculum Matters as outlined in Exhibit D.

Motion No. 23-14a(Approved): Senator Samples moved to postpone Motion No. 23-14 until January 10, 2024, meeting.

Motion No 23-15(Approved, 1 abstention): Recommends amending CWUP 5-50-070(4) Graduate Degrees to add a new Master of Applied Science (M.A.S) degree type as outlined in Exhibit E.

Antiracism, Diversity, and Inclusivity Committee – See written report

Evaluation and Assessment Committee - See written report

General Education Committee – See written report

John Neurohr, committee chair, reported the committee has completed their first charge of reviewing course proposals. The committee has completed the review of the proposals and are moving the program change forward.

PRESIDENT

President Wohlpart gave an update on the Provost search. UFC, the Faculty Senate Executive Committee, and others provided feedback on the position description that have been incorporated. We included specific required qualifications of working in a union environment, meet the qualifications of a full professor and experience in shared governance. Applicants that meet all the requirements have been forwarded to the committee. The committee will be doing Zoom interviews in mid-December and hope to have the final candidates on campus in late January/February. There will be an open presentation to campus by the candidates and would like suggestions on a topic. The candidates will be meeting with various groups on campus as well.

Strategic Plan initiatives are moving forward. 1. Pathways into and through CWU; 2. Equity in Faculty Criteria; 3. Culture of Respect Leadership Council; 4. Hispanic Serving Institution; and 5. Enrollment. Currently have 4,036 applications for Fall 2024, of those 3,029 have been admitted to CWU and 530 have confirmed attendance.

The President indicated he has been ramping up donor visits. They have been very supportive of the expansion to College in the High School which provides more access to college level courses.

The legislature is looking at requiring more course articulations across all institutions. The six public institutions have started conversations about what this could look like.

PROVOST

Interim Provost Kirstein reported that the Board of Trustees (BOT) approved the university strategic plan in July. Academic Affairs needs to look at the strategic plan and how it needs to look for a strategic plan in Academic Affairs. There are areas that are important to Academic Affairs that are not in the university strategic plan and vice versa. The Provost is working on a draft plan and will be talking with the Executive Committee for feedback. The NWCCU site visit is in just over two years. Provost Kirstein has organized a committee that has been divided into sub-committees. Each of the sub-committees are looking at the standards and identifying where CWU is doing well and areas that need work. We need to have two cycles in place to show we have been reviewing the standards and indicating what we have done to remedy areas that need work. Provost Kirstein has talked with the General Education Committee about assessment. General Education assessment will begin in winter quarter. A committee is being put together to review the recommendations from the Kris De Welde report on equity in faculty evaluation, which should be coming soon. There is a process for new majors to provide information on budget feasibility, viability or program and how well the program can be delivered. This will be helpful to provide information to the BOT before it goes to them for approval.

CHAIR-ELECT – Chair-Elect Klosterman reported that the next Open Executive Committee meeting will be next Wednesday, December 6 from 3:00 – 4:00 p.m. in Grupe. The second Let's Do Lunch will be this Friday from 12:00 - 1:30 p.m. in Grupe. Distinguished Faculty nominations are due December 1st.

NEW BUSINESS - None

Meeting was adjourned at 4:20 p.m.

Exhibit A

Committee	Faculty Member	Department	Term
Antiracism, Diversity, & Inclusivity Committee			
1 CEPS faculty vacancy	Vacant		11/1/23 – 6/14/26
1 CB faculty vacancy	Vacant		11/1/23 – 6/14/25
Budget and Planning Committee			
1 CEPS faculty vacancy	Vacant		11/1/23 – 6/14/26
Curriculum Committee			
2 CAH faculty vacancies	Lacy Ferrell	History	11/1/23 – 6/14/26
	Erika Pazian	Art + Design	11/1/23 – 6/14/25
General Education Committee			
1 LIB faculty vacancy	Marty Blackson	Library	11/1/23 - 6/14/26
1 CB faculty vacancy	David Zuckerman	Economics	11/1/23 - 6/14/24

Exhibit B

Bylaws Section VII.D.1.

Title of Section: Senate Hearing

Revision

Summary of changes and/or additions:

Clarification of the purpose and procedure for Senate hearings.

Rationale for changes and/or additions:

Bylaws Section VII.D.1 required rewording for clarification and to match proposed Code language revision.

Proposed Senate hearing language:

Bylaws Section VII.D.1. Senate Hearing (Code Section IV.F.4)

1. ~~The purpose of a Senate hearing is to allow faculty who are non-senators to bring matters of concern to the Senate. This could include presenting at Senate, requesting Senate action, or proposing policy changes on any matter within Senate jurisdiction. A Senate hearing is not appropriate for filing a complaint; procedures for filing a complaint should follow Code Section IV.G.1. Petitions for Senate hearings must be sent to the Senate Chair as a petition signed by at least Any ten (10) eligible faculty members (TT/T, full-time NTT, and/or senior lecturers) may, by written petition filed with the chair of the Senate, secure an opportunity, as a body or by selected representatives, to address the Senate in order to convey information, request Senate action, or propose policy changes on any matter over which the Senate has the power to act. The petitioners To sign the petition, each faculty member's name must be listed on the petition and each faculty member must be copied when the petition is sent to the Senate chair. Faculty may file the petition themselves or select a representative to do so on their behalf. Faculty who are not Senators do not, however, have the power to advance motions or to compel the Senate to act on any matter that they raise. Eligible faculty include tenured and tenure-track faculty, and full-time non-tenure-track faculty or those who are senior lecturers.~~

Original Senate Hearing language:

D. Senate Hearing (Code Section IV.F.4.)

1. Any ten (10) eligible faculty members may, by written petition filed with the chair of the Senate, secure an opportunity, as a body or by selected representatives, to address the Senate in order to convey information, request Senate action, or propose policy changes on any matter over which the Senate has the power to act. The petitioners do not, however, have the power to advance motions or to compel the Senate to act on any matter that they raise. Eligible faculty include tenured and tenure-track faculty, and full-time non-tenure-track faculty or those who are senior lecturers.
2. If requested, the Senate chair will attempt to keep petitioners anonymous, though anonymity cannot be guaranteed.
3. The chair shall ensure that the petitioners or their designated representatives are given a hearing by the Senate within two regularly scheduled Senate meetings from the date of the petition's receipt.
4. At the hearing, if the petitioners propose a specific Senate action or a specific policy change, then

the Senate shall vote on whether to consider the proposal further. If the Senate votes not to consider it further, there shall be no further discussion and the matter shall be closed. If the Senate votes to consider the proposal further, the chair shall submit the proposal to the Senate so that it will be considered by the Senate within two regularly scheduled Senate meetings of the petitioners' hearing.

5. The EC shall ensure that the petitioners' proposal and any relevant issues are presented fully, from all sides, to the Senate. If other groups on campus have views that differ from those of the petitioners, the Senate should endeavor to hear those views prior to taking any formal action. Ultimately, formal action on the petitioners' proposal requires that a senator make a motion to that effect. If no senator is prepared to do so, the matter shall be closed.

Exhibit C

Code Section IV.F.4.

Title of Section: Senate Hearing

Revision

Summary of changes and/or additions:

Clarification of the purpose and procedure for Senate hearings.

Rationale for changes and/or additions:

Code Section IV.F.4 required rewording for clarification.

Proposed Senate hearing language:

Code Section IV.F.4. Senate Hearing (Bylaws VII.D.1)

1. ~~The purpose of a Senate hearing is to allow faculty who are non-senators to bring matters of concern to the Senate. This could include presenting at Senate, requesting Senate action, or proposing policy changes on any matter within Senate jurisdiction. A Senate hearing is not appropriate for filing a complaint; procedures for filing a complaint should follow Code Section IV.G.1. Petitions for Senate hearings must be sent to the Senate Chair in written form and supported as a petition signed by at least Any ten (10) eligible faculty (as defined in Section IV.F.3) (TT/T, full-time NTT, and/or senior lecturers). Members may, by written petition filed with the Senate Chair, secure any opportunity, as a body or by selected representatives, to address the Senate in order to convey information, request Senate action, or propose policy changes on any matter over which the Senate has the power to act. The petitioners~~ **Faculty may file the petition themselves or select a representative to do so on their behalf. Faculty who are not Senators** do not, however, have the power to advance motions (which resides only with members of the Senate) or to compel the Senate to act on any matter that they raised. If requested, the Senate Chair will attempt to keep petitioners anonymous, though a anonymity cannot be guaranteed.

Original Senate Hearing language:

Senate Hearing (Bylaws VII.D.1)

Any ten (10) eligible faculty (as defined in Section IV.F.3) members may, by written petition filed with the Senate Chair, secure any opportunity, as a body or by selected representatives, to address the Senate in order to convey information, request Senate action, or propose policy changes on any matter over which the Senate has the power to act. The petitioners do not, however, have the power to advance motions (which resides only with members of the Senate) or to compel the Senate to act on any matter that they raise. Anonymity cannot be guaranteed.

Exhibit D

Bylaw/Code/**Policy** or Procedure Section

Title of Section: CWUP 5-50-010 and CWUR 2-50-010

New **Revision X**

Summary of changes and/or additions:

A number of revisions to this section of policy have been made. The policy was reorganized to provide a better flow (and to move away from alphabetical ordering). Language was added to describe the responsibility of administration with regards to curriculum. New language describing the role of the Faculty Senate ADI committee was also added. The section discussing the Board of Trustees was revised to clarify that they approve new major degrees, graduate degrees, and degree types. Finally, the names of offices were updated to provide clarity.

Rationale for changes and/or additions:

The curriculum committee was charged to revise this section of policy to address feedback provided by the Provost's Council (charge CC23-24.04). The revisions described above update and clarify existing policy language and include new language to describe the responsibilities of administration and the ADI committee with regards to curriculum.

~~(41) Faculty. The teaching faculty collectively is the major force governing the curriculum of the university. The teaching faculty hold final authority and responsibility for authoring, maintaining, and governing the curriculum of the university.~~

(42) Academic Departments - Departments have the responsibility to develop specific courses and programs and to initiate course/program changes.

~~(3) The administration is responsible for providing resources and support to help faculty deliver curriculum to students and to present new major proposals to the BOT. The administration also offers recommendations to faculty concerning curriculum alignment with institutional direction and curriculum compliance with external accreditation standards and state and federal laws.~~

~~(2) Board of Trustees. The board approves all new program proposals after they have been completed internal review.~~

~~(3) Teacher Education Executive Council. The Teacher Certification Program is administered through CEPS and the teacher education executive council. The provost/vice president for academic and student life in collaboration with CEPS dean appoints faculty to serve on the teacher education advisory council (which advises the teacher education executive council on program policies).~~

~~(4) Faculty. The teaching faculty collectively is the major force governing the curriculum of the university.~~

(54) Faculty Senate - The faculty senate acts on recommendations made by the faculty senate curriculum committee (FSCC) for:

(A) All curriculum policies, including revisions to, CWUP 5-50, and policy recommendations from university committees and offices concerned with the curriculum (e.g., general education committee, antiracism, diversity, and inclusivity committee (ADI), ~~teacher education~~ school of education executive council, graduate council, career services, office of the registrar ~~services~~, deans', ~~associate provost's~~ and office of the provost's offices).

(B) ~~New programs, new minors, new certificates, or new specializations within existing programs.~~ New courses of study. The term program is defined as the general education arrangement of course options, majors, minors, certificates, specialization, and AA degree track, and masters.

(C) ~~Programs-Majors~~ which exceed upper credit limits or changes to existing programs that extend the number of credits required beyond the upper credit limits previously approved by the faculty senate. However, changes to existing programs that decrease or do not change the number of required credits do not require faculty senate approval. Bachelor of Arts approved for 75 credits. Bachelor of Science approved for 110 credits.

(D) Final approval for general education changes.

(E) Faculty Senate is informed of program deletions.

(65) FSCC reports and makes recommendations to the faculty senate concerning the following:

(A) The FSCC has supervisory authority to review and make recommendations on all curricular and program proposals presented to it for academic integrity, ~~and~~ intellectual quality, ~~the~~ clarity of course and program descriptions, and the inclusion of student learning outcomes and assessment plan.

(B) The committee screens curriculum proposals to assure their compliance with CWU Policies.

(C) The FSCC screens department/program catalog information to ensure its clarity, accuracy, and compliance with CWU Policies.

(D) The FSCC is responsible for keeping CWUP 5-50 up to date. It is approved by the faculty senate and the university policy advisory council (UPAC).

~~(76)~~ General Education Committee - (See CWUP 5-100). The general education committee reports to the faculty senate and makes recommendations to the faculty senate on general education requirements.

~~(37) Teacher Education~~~~teacher education~~~~and student life teacher education~~ The director of the school of education approves all teacher education proposals.

(8) Antiracism, Diversity, and Inclusivity (ADI) Committee - The ADI Committee reports to the faculty senate and makes recommendations to the faculty senate on ADI curriculum requirements.

~~(89)~~ Graduate Council - The graduate council curriculum committee reviews all program proposals and revisions for graduate study and the dean for graduate studies reviews all course proposals or changes which are numbered 500 and above.

~~(210)~~ Board of Trustees. The board approves all new program proposals for new major degrees, graduate degrees, and degree types after they have been completed internal review.

~~(119)~~ Governance - Whenever questions of curriculum policy arise from curriculum proposals, the FSCC and the provost or the provost's designee should be consulted. Whenever questions or concerns of an administrative nature arise, the provost or provost's designee or appropriate deans should be consulted.

~~(10) Antiracism, Diversity, and Inclusivity (ADI) Committee—The ADI Committee reports to the faculty senate and makes recommendations to the faculty senate on ADI requirements.~~

CWUR 2-50-010 Jurisdiction for Curriculum Matters

(1) Changes to the general education requirements and the general education program follow the same process as any curriculum change. Final approval requires a majority vote of the faculty senate.

(2) Provost/Vice President for Academic ~~Affairs and Student Life~~ presents new minors, specializations, and certificates as informational items to the board of trustees.

(3) Interdisciplinary programs may initiate course/program changes in collaboration with the appropriate departments. The dean or designee, and if applicable, the college curriculum committee reviews curriculum proposals before they are submitted to the FSCC for review and, if applicable, final approval by the faculty senate.

Exhibit E

Bylaw/Code/**Policy** or Procedure Section: CWUP 5-50-070(4)

Title of Section: Graduate Degrees

New Revision

Summary of changes and/or additions:

The added language describes the new Master of Applied Science (M.A.S) degree type.

Rationale for changes and/or additions:

The Faculty Senate Curriculum Committee has approved the new M.A.S. degree type. This new language will define it in policy.

CWUP 5-50-070 Rules for Undergraduate and Graduate Degrees

(4) Graduate Degrees

(A) Master of Arts (M.A.). The Master of Arts degree designation is appropriate for those graduate study programs in the arts, humanities and certain social science areas as determined by the graduate council.

(B) Master of Science (M.S.). The Master of Science degree designation is appropriate for those graduate study programs in the sciences, mathematics, certain social sciences and other fields not covered by the Master of Arts or other professional degree designations.

(C) Master of Education (M.Ed.) The Master of Education is used in a professional area with a distinct professional practice emphasis.

(D) Master of Fine Arts (M.F.A.) The Master of Fine Arts is recognized as the terminal degree in the creative arts, such as fine arts/studio art, poetry, creative writing, play/screenwriting, film as well as theatrical acting, design and direction. The M.F.A. degree indicates a high level of professional competence in the discipline and the mastery of a particular medium and/or creative art form. The 90-credit degree program is comprised of concentrated study in a creative discipline, bolstered by advanced study of the discipline's history and criticism, literature, other related electives, and most often culminating in a studio/thesis project.

(E) Master of Music (M.M.). The Master of Music is a professional graduate degree in the musical arts. The course of study is divided into three components. The student must complete a minimum of one-third of study in a specific major in the discipline (ex. composition, performance, music education, conducting, etc.); one-third in supportive courses in music; and one-third of elective studies in supportive areas.

(F) Master of Professional Accountancy (M.P.A.)

(G) Master of Arts for Teachers (M.A.T.)

(H) Master of Public Health (M.P.H.) The Master of Public Health (MPH) degree is a professional graduate degree in public health and population health sciences. The course of study is comprised of: (1) foundational and specialized content courses, and (2) applied experiences in public health research or practice.

(I) Master of Applied Science (M.A.S.). The Master of Applied Science is a graduate degree designed for programs with curriculum focused on applied knowledge and research in a scientific, technical, or professional field.

(J) Educational Specialist degree (Ed.S), The Educational Specialist degree is a terminal academic degree providing training above the master's degree level, but below the doctoral level. Specialist programs generally involve two years of coursework and practica followed by an intensive internship. Specialist programs typically require in excess of 90-quarter hours of coursework beyond the bachelor's degree, or approximately 45-quarter hours beyond a masters degree.

Department Name Change Handout

PROPOSAL TEMPLATE TO RENAME ACADEMIC DEPARTMENT PER CWUP 5-90-060

1. **Description of the recommended change:** Change the name of the Department of Philosophy & Religious Studies to the Department of Philosophy & Comparative Religion
2. **Rationale for the recommended change:** The Religious Studies major and minor received approval in 2021-22 to change their names to Comparative Religion. This department name change would reflect that new designation and make it align with the program changes. The name Comparative Religion more accurately describes what the program offers and allows us to better distinguish ourselves from programs that are theological or ministerial in their approach and content.
3. NA
4. **Method for evaluating achievement of goals and objectives:** Greater visibility on and off campus. Surveys of current and incoming students on appropriateness and appeal of new name.
5. **Relation of the change to the mission and strategic plan of the university:** Increase the visibility of the department within the state, emphasizing the unique nature of the Comparative Religion program and its value to the regional community and related constituencies.
6. **Impacts on academic programs across the university.** None
7. **Impacts on faculty, students, and staff.** Students will be able to point to the objective, comparative nature of their study of world religions. The name change again deemphasizes theological studies and allows students and faculty to more accurately represent their studies and research.
8. **Impacts on quality of degree programs, student retention, and graduation rates.** No impact is expected on quality of the programs, and retention and graduation rates should remain unchanged.
9. NA
10. NA
11. NA
12. NA
13. **Implementation plan and timeline.** As noted the degree programs related to the Comparative Religion curriculum have already been approved and implemented. Work has begun on informally advertising ourselves as the Comparative Religion program, and implementation of the department name change can occur as soon as final approval is received. Once that happens, we will begin making changes to promotional literature, websites, etc. A very short turn around for each of these is anticipated.

REPORTS

ADI Committee Report 11.29.23

Charge #	Timeline	Charge/task	Progress	Action
ADI23-24.01	Fall and Winter quarter	Review and approve ADI faculty applications	ADI faculty form updated, preamble in-progress	In-progress
ADI23-24.02	Fall and Winter quarter	Review and approve ADI course proposals	All General Education courses reviewed and approved Non-GenEd course reviews in-progress	In-progress
ADI23-24.03	Fall quarter	Develop ADI policy regarding graduation requirements for consideration by AAC	Draft graduation policy sent to AAC	In-progress

Additional Information

- Approved ADI course proposals so far (also Gen-Ed courses):
 - ABS 210, ART 420, TH 382, PHIL 108, LLAS 405
- ADI Committee voted to approve/allow Special Topics courses to meet the ADI graduation requirement. This encourages time-sensitive course topics and high-impact teaching, which aligns with the spirit of ADI.
- ADI Committee voted to maintain two deadlines for ADI course proposals. The first deadline is the same as GenEd's fall/Oct deadline and the second is aligned with FSCC/Jan deadline.

**Faculty Senate Curriculum Committee Report
November 29, 2023**

Charge #	Timeline	Charge/task	Progress	Action
CC23-24.01	Fall	Identify an approval timeline for curriculum policy and procedure changes that ensures policy is prioritized for timely senate review and approval	A timeline was presented and agreed upon at the 10/5/23 FSCC meeting. This timeline is stored in the FSCC Teams folder for use by all committee members.	Completed
CC23-24.02	Fall	Meet with Graduate Council Curriculum Committee (GCCC) to acquaint new members and identify how GCCC interacts/communicates with FSCC.	The FSCC chair met with Graduate Council Curriculum Committee Co-Chairs, Roger Schaefer and Roxanne Easley, on 10/20/23 from 12:00-1:30 pm. We coordinated meeting dates so proposals approved by GCCC one week will be able to move to the FSCC review step during the next week. The GCCC will also add notes to proposals within Curriculog so that FSCC reviewers will know what issues the GCCC may have addressed or discussed regarding proposals reviewed at their step.	Completed
CC23-24.03	Continuous	Review and approve curriculum proposals	The curriculum committee has completed reviews of 101 Curriculog proposals since the start of the academic year (15 on 10/5/23, 16 on 10/19/23, 18 on 11/2/23, and 52 on 11/16/23). Of these 101 proposals, the 52 proposals reviewed on 11/16/23 will be up for an approval vote on 12/7/23. We have already approved 43 of the other 49 proposals. One proposal has been rejected at the request of the originator and the others are being held for administrative reasons or remain under consideration by the committee.	In progress
CC23-24.04	Fall	Consider revising CWUP 5-50-010 language in response to feedback from Provost's Council.	The curriculum committee discussed revisions to CWUP 5-50-010 during its 10/5/23 and 10/12/23 meetings. Final revisions were made and approved, after receiving feedback from the executive committee, during the 11/9/23 FSCC meeting.	Submitted – Motion 23-14 on 11/29/23 Faculty Senate meeting agenda

CC23-24.05	Fall	Review policy on processing internships with regard to standardization of placements and contracts. Make policy or procedure recommendations as appropriate.	Toni Burvee (Director of Business Services), Katrina Whitney (Director of Career Services), and Dale Larson were guests at the FSCC meeting on 11/2/23. They met with the curriculum committee for about 40 minutes. This included a brief presentation concerning how contracts for off-campus internships and field experiences are currently handled. There was also time for committee questions and discussion. The curriculum committee has gathered information on all current policy that governs this process and will be reviewing it to see if any policy and/or procedure recommendations can be developed to standardize it.	In progress
CC23-24.06	Fall	Approve the calendar for curricular deadlines for the 2025-2026 academic year	The curriculum committee discussed the curriculum proposal deadlines for the 2025-2026 catalog during its meeting on 11/9/23. In addition to agreeing upon deadlines, the committee made some revisions to the document to make it easier to read/interpret. The calendar and curricular deadlines were approved by the FSCC during its 11/9/23 meeting.	Submitted
CC23-24.07	Fall	Complete work on defining “program” in policy and standardize implementation across campus.	The committee began conversations about how to tackle this challenge during its 10/12/23 meeting. This topic will require additional discussion before we can develop, and then implement, a coherent definition for “program” in policy.	In progress
CC23-24.08	Fall	Revise policy and procedure regarding the creation of new degree types.	The curriculum committee discussed revisions to CWUR 2-50-070, pertaining to procedure for approving new degree types, during its 11/9/23 meeting. The FSCC chair will draft additional language for CWUR 2-50-070 to clarify this approval process and present it to the committee at a future meeting.	In progress

CC23-24.14	Continuous	Continue working with the Registrar's Office to address any Curriculog issues that impact faculty and the curriculum submission process.	This is an on-going task that requires occasional action by the committee.	In progress
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Additional Information

The Faculty Senate Curriculum Committee (FSCC) has sixteen charges to consider during the 2023-2024 academic year. A substantial portion of the committee's workload is associated with just one of those charges – to review and approve curriculum proposals. However, the committee is doing its best to prioritize implementing revisions to policy and procedure as well. The FSCC has organized its work for the year around addressing its charges; however, the committee is also committed to responsively handling any unforeseen and urgent curriculum matters that were not included among those charges.

In addition to addressing Fall quarter charges as outlined above, the FSCC revised its proposal review form. The proposal review form is used to provide meaningful feedback from the committee to proposal originators when changes to a proposal are requested. The updated version of the form includes text fields that allow the originator to respond directly to committee feedback within the form. This means that the conversation between committee reviewers and originators can be archived in one place (as opposed to within a collection of e-mails as had previously been the case). Furthermore, this review form can be attached to the proposal within Curriculog. These revisions to the review form should lead to increased transparency in the curriculum review process.

As mentioned above, the FSCC has reviewed 101 Curriculog proposals so far this academic year. Among these proposals was one new program, Cultural and Environmental Resource Management, MAS, which requires a new degree type. The Master of Applied Science (MAS) degree type was approved by the FSCC in May and policy language describing it is included as motion 23-15 on the 11/29/23 Faculty Senate meeting agenda. The FSCC also reviewed proposals for four programs to be deleted or placed on reserve (Ethics Minor will be deleted; Mathematics Major, BS (Large Plan), Mathematics Major, BS (Small Plan), and Information Technology and Administrative Management BS, Network Administration and Management Specialization will be placed on reserve).

**Evaluation and Assessment Committee Report
November 29, 2023**

Charge #	Timeline	Charge/task	Progress	Action
EAC23-24.01	Fall	<p>Propose revisions to the dean survey so that it better aligns with the current job description of a dean at CWU.</p> <ul style="list-style-type: none"> • Consult with deans on survey questions for faculty pertaining to their position description, duties, and interaction with departments/faculty. • Obtain deans job description from HR. 	<p>Acquired all position descriptions and reviewing them in comparison with the job descriptions. Once this is complete the members of the committee will consult with various deans on the questions.</p> <p>Committee agreed to set up meetings with their respective deans to identify survey questions they feel would be meaningful to evaluate with respect to their position as dean.</p> <p>A list of diversity terms was generated to present to the EC to ask Administration to help define</p>	Started
EAC23-24.02	Fall	<p>Consider the addition of adding associate dean review to code.</p> <ul style="list-style-type: none"> • Research purpose and demand for associate dean review. • Consult with associate deans on applicable survey questions for faculty pertaining to their position description, duties, and interaction with faculty. • If the addition of an associate dean review is recommended, propose draft survey language for review. 	<p>As the committee reviews the Dean reviews, they will consult with associate deans to develop an applicable survey that fits their job duties.</p> <p>Committee agreed to set up meetings with their respective associate deans to identify survey questions they feel would be meaningful to evaluate with respect to their position as dean. Prior to this meeting the committee would develop questions based off of deans questions and then review with associate dean</p>	Started
EAC23-24.03	Fall	<p>Identify barriers to student completion of SEOI and create SEOI fact sheet for faculty use in classes to increase SEOI completion rates.</p>		Not started

EAC23-24.04	Fall & Winter	<p>Identify current process and documentation of peer review of in-person teaching across colleges and departments. Make recommendations for a university wide standard process based on best practices and in response to current practice.</p> <ul style="list-style-type: none"> • Review EAC research completed in 2010 and 2014. 		Not started
EAC23-24.05	Winter	<p>Update RCM/ABB question in Faculty Senate survey.</p> <ul style="list-style-type: none"> • Update question to new Value Based Budgeting Model. 		Not started
EAC23-24.06	Winter	<p>Identify who should have access to faculty SEOI's, create policy, and update CWUP 5-90-040(48).</p> <ul style="list-style-type: none"> • Currently SEOI administrator has no guidance on who has access to evaluations. Need to create policy to assure department chairs and those using SEOI's for specific faculty development can request SEOI's. 		Not started
EAC23-24.07	Winter	<p>Identify best practices to avoid bias in student evaluations and make recommendations.</p> <ul style="list-style-type: none"> • Work with DEI committees to understand the issues on bias associated with instruction. 		Not started

EAC23-24.08	Spring	Update president's evaluation survey to better align with current job description. <ul style="list-style-type: none"> • Consult with president's office on current job description and current presidential evaluations for consistency. 		Not started
EAC23-24.09	Spring	Conduct annual assessment of Faculty Senate and Faculty Senate Executive Committee.		Not started
EAC23-24.10	Spring	Conduct biennial assessment of administrators as described in Faculty Code. <ul style="list-style-type: none"> • Odd year of administrative assessment. 		Not started
EAC23-24.11	Spring	Review committee procedures manual through an equity lens, including committee functions, processes, and membership. <ul style="list-style-type: none"> • Identify existing procedures that incorporate equity and update procedures to align with CWU's mission of equity and belonging. 		Not started
EAC23-24.12	Spring	Review committee procedures manual and update as required.		Not started

**GEC Committee Report
11.29.2023**

Charge #	Timeline	Charge/task	Progress	Action
GEC 23-24.01	Fall	Review and approve proposals to add courses to or remove courses from the General Education program.	Nearly complete! Awaiting replies for LLAS405, and currently reviewing Course Changes as they arrive. Committee reviewed 21 new proposals. We will meet our deadline.	In Progress.
GEC23-24.02	Fall	Create component-based General Education program level outcomes. <ul style="list-style-type: none"> Review Recommended General Curriculum Outcomes. 	In tandem with GEC23-24.07, GEC23-24.06, and GEC23-24.02. Meeting held with Dean Takahashi and Kurt Kirstein on 11.20.2023. Several robust conversations.	In Progress.
GEC23-24.03	Continuous	Draft guidelines for the review of new General Education courses to avoid ableist and other biased language in course documentation, including learner outcomes. <ul style="list-style-type: none"> Consult with Lucinda Carnell and Disability Services to develop guidelines. Guidelines should apply to newly submitted courses. 	In tandem with GEC23-24.04. Initial consultation has occurred with Lucinda Carnell, Wendy Holden, Naomi Peterson, Cynthia Pengilly, and A.I. Ross regarding the definition and contextual application of Ableist Language.	In Progress.
GEC23-24.04	Fall	Review Gen Ed program documents (program policies and rules) for ableist and biased language and make recommendations for revisions. <ul style="list-style-type: none"> Consult with Lucinda Carnell and disability services. 	In tandem with GEC23-24.03 Initial consultation has occurred with Lucinda Carnell, Wendy Holden, Naomi Peterson, Cynthia Pengilly, and A.I. Ross regarding the definition and contextual application of Ableist Language.	In Progress.
GEC 23-24.05	Ongoing	Review student petitions to courses from the General Education Program.	None to date. One potential submission TBA.	In Progress.

GEC23-24.06	Ongoing	<p>Collaborate as needed with the Dean of Undergraduate Studies on collecting data for the General Education assessment plan.</p> <ul style="list-style-type: none"> As of this year, program assessment will be completed by the assessment committee led by the Dean of Undergraduate Studies, and a report will be submitted to the committee on an annual basis. 	<p>In tandem with GEC23-24.07, GEC23-24.06, and GEC23-24.02.</p> <p>Meeting held with Dean Takahashi and Kurt Kirstein on 11.20.2023.</p> <p>Several robust conversations</p>	In Progress.
GEC23-24.07	Continuous	<p>Analyze assessment reports provided by Undergraduate Studies office and make recommended updates to General Education Program as appropriate.</p>	<p>In tandem with GEC23-24.07, GEC23-24.06, and GEC23-24.02.</p> <p>Meeting held with Dean Takahashi and Kurt Kirstein on 11.20.2023.</p> <p>Several robust conversations</p>	In Progress.
GEC23-24.08	<p>Winter (in order that they appear on Spring Quarter FS Agenda)</p>	<p>Review, seek broad input, and make decisions about any proposed General Education Program framework and rules changes.</p> <ul style="list-style-type: none"> The GEC may consider any proposals for changes to the framework and rules of the General Education Program. The committee should solicit broad input and follow policy outlining the program change process as listed in CWUP 5-100-040. In addition, please adhere to curriculum committee deadlines to ensure any program changes can be 	<p>In tandem with GEC23-24.07 and GEC23-24.06.</p> <p>Meeting held with Dean Takahashi and Kurt Kirstein on 11.20.2023.</p> <p>Several robust conversations.</p>	In Progress.

		submitted on time for implementation and inclusion in the Fall 2025 course catalog.		
GEC23-24.09	Spring (by 2 nd committee meeting of Spring Quarter)	Review committee procedures manual and update as required. <ul style="list-style-type: none"> • Update procedures responsibility of committee bullet three (3) on responsibility of assessment of gen ed program. • Update chair bullet nine (9) on annual assessment report. 		Not started.
GEC23-24.10	Spring	Monitor the mapping of paths within the existing General Education Program framework for online-only students to be able to complete Gen Ed requirements.		Not started.
GEC23-24.11	Spring	Monitor how General Education course changes affect students' Academic Requirements reports and the issues that arise.		Not started.
GEC23-24.12	Spring	Review committee procedures manual through an equity lens, including committee functions, processes, and membership. <ul style="list-style-type: none"> • Identify existing procedures that incorporate equity and update procedures to align with CWU's mission of equity and belonging. 		Not started.

Additional Information

N/A