

**FACULTY SENATE
ANNUAL
STANDING COMMITTEE REPORT**

2022–2023 ACADEMIC YEAR

Prepared for the Central Washington University Faculty Senate

Faculty Senate Committee: XXX

Committee Chair

- Jeffrey Dippmann

Committee Representation

- Members:
 - Paul Ballard-CEPS
 - Elizabeth Brown-LIB
 - Jeffrey Dippmann-CAH
 - Jason Dormady-CAH
 - Clem Ehoff-COB
 - Sayantani Mukherjee-COB
 - Tim Sorey-COTS
 - Hideki Takei-CEPS
 - Benjamin White-COTS
- Ex Officio Members
 - Mike Gimlin-Registrar's Office
 - Mike Harrod-Associate Dean COTS
 - Ediz Kaykayoglu-Extended and Global Education
 - Kurt Kirstein-Associate Dean CEPS
 - Kathryn Martell-FSEC Liaison
 - Mark Meister-Associate Dean CAH
 - Yoshiko Takahashi-Provost's Office
 - Sydney Thompson-Associate Dean LIB
 - Coco Wu-Associate Dean COB
- Student Representative
 - Cosette Bilskit
- Guests
 - Arturo Torres-Registrar's Office
 - Joy Fuqua-Multi-Modal Learning
 - Ian Quitadamo-Multi-Modal Learning
 - Susan Merrill-Provost's Office
 - Joey Thornton-Registrar's Office
 - Duane Dowd-CEPS
 - Pat McCutcheon-Resource Management/Anthropology
 - Ian Loverro- Curriculum, Supervision & Educational Leadership
 - Lily Vuong-ADI Committee
 - Erica Holley-ADI Committee

Committee Charges

Charge #	Charge Description	FS Motion No.	Status
CC22-23.01	Clarifying Curriculog form approval process	N/A	In progress
CC22-23.02	ADI collaboration	N/A	Met with committee co-chairs to clarify forms, processes, etc. May 2023
CC22-23.03	Curriculog issues	N/A	No significant issues; tweaked some procedural items
CC22-23.04	Correct policy to reflect new PADstone designation for CWU 184 courses	N/A	Completed
CC22-23.05	Revise Learner Outcomes taxonomy	N/A	Completed and posted on the FSCC website May 2023
CC22-23.06	AA Degree	22-41 22-42	Completed and passed FS
CC22-23.07	MAS Degree type	In progress	Awaiting Provost's approval
CC22-23.08	Approve calendar deadlines for curricular proposals	N/A	Approved and posted January 2023
CC22-23.09	Clarifying policy on prerequisites for minors and certificates	N/A	Completed
CC22-23.10	Ensuring review process is consistent among reviewers	N/A	Fall workshop established Greater emphasis on evaluating justifications for proposals Greater attention to consensus among reviewers Established more equitable distribution of reviewer workloads
CC22-23.11	Review procedures manual	N/A	In progress in tandem with revisions to policy, especially as they relate to definitions of "program"

Report on the Activities of the Committee

Meeting Dates (Thursdays 3:10-5:00 PM.)

Fall Quarter:

- 9/22
- 10/6
- 10/20
- 11/3
- 11/17
- 12/1
- 12/15 email vote

Winter Quarter

- 1/5
- 1/12
- 1/19
- 1/26
- 2/2
- 2/9
- 2/16
- 2/23
- 3/2
- 3/9
- 3/16
- 3/30 email vote

Spring Quarter

- 4/6
- 4/20
- 5/4
- 5/11
- 5/18
- 6/1

Minutes

<https://www.cwu.edu/faculty-senate/2022-2023-committee-minutes>

Items of Interest

Successes

- Put forth 20 motions at FS, with 19 approved and one postponed
- Successfully updated and posted Learner Outcomes Taxonomy, going into effect for the 2023 curriculum cycle
- Revised the reviewer assignment process so that one or two members were not reviewing 100 proposals while others had 15
- Consultation with FSAAC on departmental honors policy
- Revised calendar instructions on process for submitting proposals for greater clarity

- New members effectively onboarded and active throughout year, with two being nominated as chair elect for 2023-24
- Student representative joined in January and was actively involved in nearly every subsequent meeting. Most active participation from student rep in recent memory

Concerns

- Sharp drop in participation from ADs (essentially only two of five attended throughout the year). Our concerns were shared with the Provost May 2023.
- While the current student representative served well and was very engaged, there is concern that they are once again a voting member. As noted, past experience is that student members rarely attend, and as voting members, their absence can jeopardize quorum and the functioning of the committee. FS should reconsider the role of student representatives. Having a vote is likely an incentive for student participation but may lead to the loss of quorum if we don't have such dedicated representatives.

Recommendations for next year's committee

- Complete work on defining "program" in policy and uniform implementation across campus; i.e. does "program" refer only to majors, or is it applied to minors, certificates, etc.
- *Continue work with Provost's office* to establish procedure for reviewing "program" proposals prior to FSCC approval
- Clarify role of Provost's office in relation to FSCC
- As much as possible given the review workload, establish regular times for policy and procedure discussions to ensure continuous progress
- Rearrange policy document from alphabetical to progressive order of importance and hierarchy. I.e. define program, then majors, minors, certificates...rather than starting with definition of certificate program....
- Consider returning to in-person meetings, especially when discussing and revising policy and procedure. Virtual meetings are fine for curriculum log review, but editing and writing policy/procedure in that mode is inefficient

Recommendations for future charges

- See above