

**CENTRAL WASHINGTON UNIVERSITY**  
**FACULTY SENATE**

**REGULAR MEETING**  
**Wednesday, October 7, 2015, 3:10 p.m.**  
**BARGE 412**  
**Minutes**

Called to order at 3:12 p.m.

**ROLL CALL All senators or their alternates were present except:** Laura Portolese-Dias, Darren Olson, Teresa Sloan and Darcie Snowden,

**Guests:** Christopher Boone, Mindie Dieu, Carolyn Thurston, Anne Egger, Kande Cleary, Lindsey Brown, Kevin Archer, Stacey Robertson

**CHANGES TO AND APPROVAL OF AGENDA** – Agenda was approved as presented.

**MOTION NO. 15-01(Approved): APPROVAL OF MINUTES** of June 3, 2015

**COMMUNICATIONS** - None

**INTRODUCTIONS** – Senators and guests introduced themselves.

**ORIENTATION** – Chair Pedersen briefly let Senators know about Faculty Senate's responsibilities. Faculty Senate is the primary means that faculty collectively share in the governance and shaping academic structure. It is Faculty Senate's responsibility to act for and on behalf of all faculty of academic life. Faculty Senate is a critical link to governance system at Central.

**FACULTY ISSUES** – Senator Bartlett brought forward a concern about clickers that are used in the classroom. Some students were unable to purchase clickers in the WildCat shop for 10 days of the quarter. Senator Bartlett asked if there is a way to avoid this from happening. Some faculty use the clickers the first week of class, so was a problem.

Senator Bartlett brought forward a concern from Cindy Coe regarding SEOI response rates. Personnel committees are being hampered by low SEOI rates. SEOIs are a key source of information on a faculty members teaching.

Senator Garcia asked if we could have a clear policy on student plagiarism. What are faculty supposed to be doing when this happens and what the process that a student goes through?

Senator Harrod expressed a concern that the Sociology department has about who has control over when a grade change is done and whether the Registrar office gets to veto that. There doesn't seem to be policy on that.

**Early Alert** – Carolyn Thurston gave a brief presentation on Early Alert. They would like to make the process simpler for faculty to access. It is currently cumbersome through MyCWU. They would like to add an alert button in the class roster next to the student ID and name. There are several ways this could be accomplished and would like faculty feedback. A Senator survey will be sent out with the possible choices. There is a time crunch and would like to get this before week 5.

**Mass Incarceration** – Stacey Robertson talked about the Mass Incarceration series. More information about events and campus dialogue can be found on the website [www.cwu.edu/incarceration-dialogue](http://www.cwu.edu/incarceration-dialogue). There are also resources on Canvas that they cannot put on the regular site due to copyright information. There are 80 people on the overall committee. The Steering committee is meeting every couple of weeks.

October events: Rene Denfield, October 13 at 7:30 Wellington Event Center. Dr. Stephanie Hallock will be speaking at 4:00 Sarah Spurgeon Gallery. A number of faculty are incorporating this into their curriculum. There is a lot of information and references available if want to include class.

**PRESIDENT:** President Gaudino was sorry to receive Provost Levine's resignation. Moving forward, they are using The Registry to select an interim Provost. Candidates will be on campus next week. Will be starting a national search. Dean Cutright is serving as interim head of Institutional Research. The COTS Dean search has started. It is a very attractive candidate pool. The Associate Provost search is underway. One candidate has already been on campus and two more will be coming in. The enrollment is strong this year. There are 1647 incoming first-year students. The last couple of years the number of first-year students has been around 1450. Transfer student numbers are up as well as retention of continuing students. Science II is on track. They will be finishing up construction this spring and hope to start occupying the building this summer to open Fall 2016. Central receive \$110 million capital budget. Samuelson received \$56 million for renovation. They will be starting demolition of the old part of Samuelson late winter or early spring. When Science II is occupied it will open up Lind Hall. Central received \$5 million to renovate Lind and ROTC and student services will move into Lind. When Samuelson is open it will open up Bouillon Hall and there is \$5 million to renovate that area. Central received design money for new health science building. If Central receives money to build this facility, it will go where Hertz is currently. This completes Central's existing capital plan. Facilities will be working on the next 10-20 year plan. There will be a call issued by Facilities for input into the needs on campus. There are a lot of events going on this weekend: a Powwow at 10:00, soccer, women's rugby, football and volleyball. On Sunday, Carlos Núñez will be performing in the Music Hall.

**PROVOST:** Provost Levine talked about some of the organizational changes that are being made in Academic and Student Life. The Associate Provost office has been reorganized to include two Associate Provosts. Anne Cubilé was selected as Associate Provost of Faculty Affairs and Extended Learning. There is a current search for the Associate Provost, Accreditation & Academic Planning & Assessment. Provost Levine reported that she dissolved the Provost Council and created the Academic and Student Life Council. Their first meeting was last week. During fall quarter they will be creating their mission statement and bylaws.

**STUDENT REPORT** - Ryan Anderson and Hauke Harfst were representing students. Ryan reported that he has met with Chair Pedersen and will be meeting throughout the year. Hauke is chair of the Student Academic Senate. They have sent out a letter to the college Deans asking for student senators.

**OLD BUSINESS** – Chair Pedersen reported on several faculty issues that came up last academic year. The noise level for campus events was brought up last year by Senator Bartlett. Currently, there doesn't appear to be anything in policy or law that regulates noise levels of functions on campus. The best solution would be to contact CWU police regarding these issues when they arise. Senator Drake and Stoddard addressed the skateboard and bicycle issue brought forward by Senator Brown is being discussed by the Health & Safety Council. The Health & Safety Council is working to gather data regarding near misses as well as accidents. There are only three recorded so far. Some suggestions are more safety education; speak with students at orientation, public safety announcements and more covered bicycle parking. Some solutions may have to be delayed until Science II is finished. Faculty pay spread over 12 month and paying benefits. Last year Senator Mitchell brought forward a concern about faculty who opt for the 12 month pay, were still going to have benefits taken out of one check at the beginning of summer. President Gaudino reported that there have been some changes to the process. All Deans, Chairs and affected faculty will be informed of the changes this week.

## REPORTS/ACTION ITEMS

### SENATE COMMITTEES:

#### Executive Committee

**Motion No. 15-02**(Approved): "Adoption of 2015-16 Operating Procedures/Roberts Rules of Order attached as Exhibit A.

**Motion No. 15-03**(Approved): "Nominations for the 2015-16 Faculty Senate Parliamentarian."  
Nominee: Cody Stoddard

**Motion No. 15-04**(Approved): Ratify 2015-16 committee vacancies as outlined in Exhibit B.

**Motion No. 15-05**(Approved): Ratify Faculty Legislative Representative for 2015-2018 Steve Hackenberger, Anthropology & Museum Studies.

#### Academic Affairs Committee

**Motion No. 15-06**(Sent back to committee): Recommends addition of CWUP 5-90-060 Organization Structure Changes as outlined in Exhibit C.

**Motion No. 15-06a**(Motion failed, 1 abstention): Senator Bartlett moved to add at the "earliest available opportunity after senate" in the first sentence. Motion was seconded.

Motion No. 15-06b(Approved) Senator Stoddard moved to send Motion No. 15-06 back to committee. Motion was seconded. Email suggestions to Dan Lipori.

**Motion No. 15-07**(Approved): Recommends changes to CWUP 5-90-030 Acceptance of Transfer Credit as outlined in Exhibit D.

**Bylaw and Faculty Code Committee** – Mike Harrod reported the committee met briefly yesterday to elect a chair. There are currently two vacancies on the committee that do need to be filled. Members can be any senator or a senator within last 10 years.

**Curriculum Committee** – Jon Fassett reported that the new online curriculum process, Curriculog, is being piloted this quarter. If all goes well, Curriculog should be available to all faculty in the near future. Stay tuned for announcements regarding upcoming training opportunities. The FSCC would also like to remind everyone of the following deadlines: New courses and course changes for Spring 2016 are due to the Registrar's Office by December 11, 2015. New courses and course changes for Summer 2016 are due to the Registrar's Office by February 26, 2016. Program changes for AY 2016-2017 are due to the Registrar's Office by January 8, 2016. Note that student learner outcomes and assessments for courses that have been in the system for a long time are often outdated. When making changes to a course, even minor changes, please update outcomes and assessments using the guidelines provided on the Learner Outcomes and Assessments Form. Doing so will help avoid unnecessary delays.

**Budget & Planning Committee** – This committee is still being formed. The Task Force is completing their work and meeting with President Gaudino and George Clark the end of this months and report by next Senate meeting.

**General Education Committee** – Anne Egger, who is currently acting chair, reported on the status of the General Education changes. Anne offered an apology on behalf of committee for delays and confusion with the General Education program. The major basis behind this change is making the General Education accessible. In 2009, accrediting a statement indicated CWU has made substantial progress however, still needs to implement an assessment plan and cycle of review. The 2014

accreditation indicated improvement, but still need to improve learner outcomes, make assessable, evaluate student learning. The next accreditation is 2018 and we need to show how we have addressed these issues. The committee is currently completing the review of courses that were submitted by March 20. By now should have heard back from Phil Backlund or Anne Egger. You may have been asked for additional information or revisions, which are due to the committee no later November 2<sup>nd</sup> to be considered for 2016-17. The Registrar and Student Advising are assessing seat counts for the current program and working on seat counts for proposed courses to make sure how well those match. If there is a big discrepancy, the committee may ask for additional courses or sections. This is like a program change for degree program only a lot bigger. One component is developing an assessment plan to see if the General Education program is achieving the goals. Currently there are little in the way of policies and procedures on the General Education process. The committee is working on developing those and hope to have it at Faculty Senate February 3rd. The committee wants this process as transparent as possible. There are still two vacancies on the committee and really need people who care about General Education that are willing to get their hands dirty.

**Faculty Legislative Representative** – Steve Hackenberger - No report.

**CHAIR:** Chair Pedersen reported on the work the Executive Committee task force did over the summer. They are drafting policies to bring to the Bylaws & Faculty Code committee regarding complaints. There is a need for clear procedures for input on aspects of shared governance. Hope to help clarify the roles of faculty and professional advisors. One initiative would be to engage in a university conversation regarding what does a baccalaureate at CWU mean. Another would be academic organization issues that would include role and structure of honors at Central, as well as housing programs that currently are not under an academic division. Will be accelerating the work on COACHE.

**CHAIR-ELECT:** Chair-Elect Rajendran informed the Senate that the Executive Committee meets every Wednesday after the full Senate meeting in open meeting at the Grupe Faculty Center. Faculty do not need an issue or complaint to go. Senate will be co-sponsoring with UFC the tenure promotion celebration on October 22nd 5:30-7:00.

**NEW BUSINESS** - None

Meeting adjourned at 5:19 p.m.

# Exhibit A

## 2015-16 Faculty Senate Operating Procedures:

Robert's Rules of Order Newly Revised, 11th Edition (ISBN-13: 978-0306820205) will be the accepted authority for procedural operations. The senate's bylaws take precedence over Robert's Rules of Order.

Committee reports will be automatically accepted. If there is an action item that a committee desires to submit with any report, it is to be separately stated as a motion and the motion will then come before the senate for discussion and debate. The committee will be asked to submit a report and written copies of any motion or action that it would like to have taken.

Committee reports and motions shall be submitted to the Faculty Senate office by noon on the Tuesday of the week preceding the senate meeting in which action is expected. This policy allows for the timely posting of the meeting agenda. All committee motions submitted for action by the senate must be accompanied by an abstract-size plain English summary stating the content, reason for the proposal, and intended effect of the motion. This summary will be sent to the faculty prior to the initial Senate meeting in which the motion will be considered for adoption. As a general rule, substantive committee motions that do not accompany the agenda will not be discussed and voted on until a subsequent meeting. An extended agenda will be sent to all Senators, who shall give it to their Alternate if they are unable to attend the meeting.

Concerning discussion rules, senators will use the procedure of seeking recognition from the Chair if they want to speak to an issue. Speaking without Chair recognition is out of order. Discussion on arguments for and against the issue will be alternated. A visitor will be given recognition if the floor is yielded by a senator. If no senator desires to speak and a visitor would like to make a point, the Chair will recognize the person. A visitor will be recognized if a preliminary request is made to the senate office for an opportunity to speak or if the Chair invites a person to speak.

## Exhibit B

Committee	Name	Department	Term
<b>Academic Affairs Committee</b>			
1 COTS vacancy	Vacant		6/15/15 – 6/14/16
1 CB vacancy	Clem Ehoff	Accounting	6/15/15 – 6/14/18
1 CEPS vacancy	David Martin	ETSC	6/15/15 – 6/14/18
<b>Bylaws &amp; Faculty Code</b>			
1 Senator vacancy	Vacant		6/15/15 – 6/14/18
1 Senator vacancy	Vacant		6/15/15 – 6/14/17
<b>Curriculum Committee</b>			
1 CAH vacancy	Vacant		6/15/15 – 6/14/18
1 CEPS vacancy	Jan Byers-Kirsch	EFC	6/15/15 – 6/14/18
1 CB vacancy	Keke (Coco) Wu	Management	6/15/15 – 6/14/18
<b>Evaluation &amp; Assessment Committee</b>			
1 COTS vacancy	James Bisgard	Mathematics	6/15/15 – 6/14/18
<b>General Education Committee</b>			
1 CB vacancy	Vacant		6/15/15 – 6/14/18
1 CAH vacancy	Steve Olson	English	6/15/15 – 6/14/17
1 CEPS vacancy	Vacant		6/15/15 – 6/14/18
<b>Budget &amp; Planning Committee</b>			
2 CAH vacancies			6/15/15 – 6/14/18
			6/15/15 – 6/14/17

2 COTS vacancies			6/15/15 – 6/14/18
			6/15/15 – 6/14/17
2 CEPS vacancies			6/15/15 – 6/14/18
			6/15/15 – 6/14/17
2 CB vacancies			6/15/15 – 6/14/18
			6/15/15 – 6/14/17
1 LIB vacancy			6/15/15 – 6/14/18
1 senior lecturer vacancy			6/15/15 – 6/14/17

# Exhibit C

## 5-90-060 Organization Structure Changes

(1) Changes within colleges (splitting, combining, internally restructuring, etc.) shall be submitted to the faculty senate for review and recommendation. The faculty senate will vote to endorse, endorse with changes or to not endorse organizational changes. Changes that alter a department's programmatic organization must also be reviewed and voted upon by the faculty senate. The faculty senate shall be considered advisory; the provost will have final authority for approval or denial for proposed organizational changes. If a name change is part of the request, it must follow CWUP 2-10-050 for approval.



# Exhibit D

## CWUP 5-90-030 Acceptance of Transfer Credit

### (3) Other Forms of Credit

(A) The university accepts, in a manner consistent with herein-established transfer and equivalency policies, college credit earned while a student is enrolled in high school.

(B) No more than 45 total quarter credits through CLEP® or other sources of non-traditional credit may apply toward graduation.

(C) Matriculated students seeking to use Veterans Affairs Educational benefits must submit official military transcripts (Joint Services Transcript or Community College of the Air Force) for evaluation.

Students may receive up to 30 credits, for completion of military educational experiences as recommended by the American Council on Education. Basic training and Military Occupational Specialty courses are excluded.

A student may transfer no more than 135 credits, including a maximum of 105 lower division credits to be applied to the 180 credit minimum toward graduation. No more than 45 total quarter credits through military or other sources of non-traditional credit may apply toward graduation.

Military credit will be granted for:

- (1) Military service schools;
- (2) United States Armed Forces Institute correspondence courses;
- (3) DANTES. Credit for DANTES Subject Standardized Tests (DSSTs) college-level academic subjects using the minimum score and credit amount as recommended by the American Council on Education and approved by the academic department.

Military credit will not be granted for:

- (1) Vocational/technical courses;
- (2) Non-credit courses and workshops;
- (3) Remedial or college preparatory courses;
- (4) Sectarian religious studies.

Military credit recommendations that are direct equivalents to CWU course offerings may be articulated to that specific course with departmental approval. If direct course equivalents do not exist, elective credit will be awarded when possible.