

REGULAR MEETING
Wednesday, October 4, 2017, 3:10 p.m.
BARGE 412
Minutes

Meeting was called to order at 3:13 p.m.

ROLL CALL: All senators or their alternates were present except: Lori Braunstein, Susan Donahoe, Meaghan Nolte, Holly Pinkart, Tim Sorey, and Thomas Tenerelli

Guests: Kathryn Martell, Christopher Boone, Lindsey Brown, Gail Mackin, Julia Stringfellow, Kevin Archer, Carolyn Thurston, Lene Pedersen, Richard DeShields, Scott Robinson, Mike Harrod, Tim Englund, Andy Richards, Greg Paveza, Christina Denison, Andreas Bowman, and Kandee Cleary

CHANGES TO AND APPROVAL OF AGENDA - Approved

Motion No. 17-01(Approved): Adoption of 2017-18 Operating Procedures/Roberts Rules of Order attached as Exhibit A.

MOTION NO. 17-02(Approved): APPROVAL OF MINUTES of May 31, 2017

ORIENTATION – Cody gave a brief overview of how Senate works. Senators need to make sure they carefully review material that is sent out. Senators should be taking the conversation back to their departments. Senators can bring issues back from their department to Faculty Senate.

INTRODUCTIONS – Everyone was asked to introduce themselves.

COMMUNICATIONS – Pam McMullin-Messier's email is available for review in the Faculty Senate office.

Andreas Bowman - Accessible Technology Policy briefing. Andreas and Richard DeShields worked on a policy and procedure on Accessible Technology. Andreas provided a draft copy of the draft policy and procedure. The intent with this policy/procedure is to inform faculty on what they are doing and to solicit feedback. Faculty will be impacted by this policy. One of the concerns with a policy like this is a cost to the university and make sure the material used for students are also accessible such as instructional materials, document accessibility and electronic media. Senators were asked to collect the feedback for the next meeting.

Carolyn Thurston – Early Alert Update Early Alert was designed to have students and advisors know about problems early and can get help for students. The students will receive an email if faculty mark the Early Alert. Carolyn is willing to help faculty navigate Early Alert. They have modified the Early Alert process and have removed behavior as an option. They have put in access to the Report Behaviors of Concern through Student Success, so faculty can still report behaviors of concern, but that information goes to the proper individuals. Early Alert was designed as a communication tool between the student, faculty and their advisor.

SENATE CHAIR REPORT – Chair Stoddard thanked Senators for the opportunity to serve this year. This is a big year for CWU and Senate has many big projects. Last year we created framework for General Education. This year the General Education Committee is working to populate the framework. The General Education Committee will be bringing the populated proposal to Senate in February. The Executive Committee is in the process of creating the General Education Implementation Task Force to address some issues and concerns around implementation. We are under Resource Centered Management (RCM)/Activity Based Budgeting (ABB) this year. This is our first year under this model. The

Board of Trustees (BOT) at their summer retreat indicated they are interested in what faculty thoughts are and what do faculty want to do with this model. The Executive Committee is working to create some mechanisms to allow some conversation between faculty and BOT. The Budget and Planning Committee (BPC) will be a busy committee this year. They will be working on data collection on RCM/ABB. They will be asking for information from department chairs and faculty. How is it impacting programs and classroom? BPC made six recommendations for changes to the governance structure last spring and all six were accepted. Chair Stoddard indicated that shared governance depends on faculty participation. The UFC Tenure/Promotion reception will be on October 25 at Gallery One.

FACULTY ISSUES – Chair Stoddard reported on some of the Faculty Issues from last spring. Senator Dormady brought up funding for faculty training and activities around diversity and inclusivity through a student funded office. The President's office is considering that and reviewing some of those practices. There was an issue raised with General Education and departments needing to plan into the future when coming into new funding model. The Implementation Task Force will help with this. Provost Frank addressed as we get further into populated framework, they will be able to address more of the funding issues. Senator Radeke addressed an issue of student recommendations. If faculty receive a request from a student for recommendation that they want sent to multiple individuals, they can use one form and attach all the names and addresses to the form.

Senator Altman announced that the new CBA was effective September 1.

PRESIDENT – President Gaudino welcomed everyone back. The President also felt the CBA was a good agreement. The bargaining teams will be invited to a celebratory event at the President's House. This is Homecoming week. Alumni will be on campus as there is a 50-year reunion. Central will be playing Humboldt State which will be a tough homecoming game. There will also be a women's Rugby game and soccer game this week as well. The President reported that the legislative session ended after school was out last spring. The legislator's adjourned with no capital budget approved. This has no effect on the Samuelson building remodel. It does delay Central's top priority which is the Health Science building. It also has a negative effect on the maintenance budget. A portion of student tuition is carved off and goes to the state and they return to Central as a capital appropriation. This year they collected those funds but didn't return them to the institution. There is hope in January that they will rectify that situation. This year Central has 2150 first year students, which is a record enrollment. One of the critical conversations is enrollment and enrollment management. Central currently has 100% occupancy in the residence halls. There needs to be some conversations around how big Central should get, what the enrollment patterns will be, facilities, equipment, etc. Sharon O'Hare will be enlisting support and participation in a multi-year strategic enrollment plan. The Board of Trustees (BOT) meeting will be November 2nd and 3rd.

PROVOST – Provost Frank reported on the opening of Sammamish. There will be a ribbon cutting and grand opening next week. Gayla Stoner is the new Associate Provost for Extended Learning and Outreach. Provost Frank indicated that faculty can reach out to her about Centers or multi-modal education. Gail Mackin is the new Associate Provost for Undergraduate and Faculty Affairs. She is overseeing the Registrar's office, policy and procedure. She will be working closely with Senate and Associate Deans. The interim Dean of Library is Greg Paveza. Todd Shiver is the interim Dean of CAH. Budget communication will start next week. There will be updates at least once a quarter. There will be a Town Hall once a quarter, so people can ask questions. This quarter they will be ramping up for budget summits which will be held in January. The Budget Executive Committee has first meeting next week. One of the first tasks will be populating the budget sub committees. Instructional technology, equipment and desktop replacement funds will be some of the items that will need to be worked on in the sub-committees. It was decided last year to dedicate \$500,000 for equipment replacement. Subcommittees need to be populated so they can start reviewing this. Decision could be made end of December first part of January, so departments can start purchasing that equipment. \$500,000 was distributed back to the academic colleges due to less than anticipated health care costs for the year. If faculty have additional questions about this allocation, they should speak to their Dean and/or college budget committee. The Academic and Student Life workplan is currently being updated. There will be discussions around this on November 9, 13, 15 in SHSM 115. Baccalaureate Task Force intranet site is almost done. Their reports will be available on that site. There will be a way for individuals to submit feedback. Cornell West tickets for November 3rd are

sold out. There has been discussion about providing professional development around challenging discussions in the classroom. Please let Eric Cheney or Gail Mackin know your thoughts about what are the issues. October 20 there will be an undocumented seminar. What is DACA? What is the difference between DACA and undocumented? What is the impact on students if DACA is eliminated?

STUDENT REPORT - October 1 FASFA opened for next year. GOT scholarship event was on Monday and an opportunity for students to fill out their FASFA for next year. There was an Q&A and about 50 students show up. SAS has grown, it went from 30 to 54 seats. There are open senator seats and those departments have received emails. Clubs are growing, 120 to 164 clubs. Legislative office is registering students to vote. Wellington wildfire tonight at 6:00

OLD BUSINESS - None

REPORTS/ACTION ITEMS

SENATE COMMITTEES:

Executive Committee

Motion No. 17-03(Approved): Ratify 2017-18 committee vacancies as presented in Exhibit B.

Motion No. 17-04(Approved): Nominations for the 2017-18 Faculty Senate Parliamentarian.
Nominee: Amy Claridge, Family & Consumer Sciences

Motion No. 17-04a(Approved): Senator Rajendran moved to amend the Motion No. 17-04 to say 2017-18 instead of 2016-17.

Academic Affairs Committee – No report.

Bylaws & Faculty Code Committee

Motion No. 17-05(First reading of three): Recommend amending Senate Faculty Code Section IV. D. 8 Authorization of Committees as outlined in Exhibit C. Harper - went over the motion. This is the first reading of three.

Curriculum Committee

Motion No. 17-06(Approved): Recommend approval of a new Child Development Certificate as outlined in Exhibit D.

Motion No. 17-07(Approved): Recommend approval of a new Lean Six Sigma Greenbelt Certificate Type B as outlined in Exhibit E.

General Education - See written report. Available for review in the Faculty Senate office.

Faculty Legislative Representative - Bret gave a brief overview of what the FLR does and what the Council of Faculty Representatives does. Bret will be communicating with Executive Committee throughout the year. Faculty should e-mail Bret if they have questions. There are three issues pertaining this year that look like they will be coming up. They are open education resources, Omnibus bill of rights and granting of academic credit for prior learning (military, industry, etc.).

CHAIR-ELECT: Chair-elect Claridge indicated that one of the primary goals is shared governance, and faculty consultation across the university. There is now a process and form for faculty that are serving on non-Senate committees to provide feedback to Senate and a way to get faculty consultation on issues your committee may be working on. The goal is to be more better networked. There will be open EC meetings the week after Senate meeting at 3:10 in Faculty Grupe Center. This is an opportunity to bring faculty issues in a more informal setting or to just observe. The first meeting is next week October 11th.

NEW BUSINESS

Motion 17-08(Approved): The Executive Committee moves to create the General Education Implementation Task Force and to allow the Faculty Senate Executive Committee to appoint members to the Task Force.

Meeting was adjourned at 4:59 p.m.

Exhibit A

2017-18 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 may 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
Academic Affairs			
1 COTS vacancy	Vacant		6/15/17 – 6/14/20
Budget & Planning			
1 CEPS vacancies	Vacant		6/15/17 – 6/14/18
1 CAH vacancy	Vacant		6/15/17 – 6/14/20
Bylaws & Faculty Code			
2 Senator vacancies			
	Bret Smith	Music	6/15/17 – 6/14/20
	Vacant		6/15/17 – 6/14/18
Evaluation & Assessment			
1 CEPS vacancy	Greg Lyman	ETSC	6/15/17 – 6/14/20
General Education Committee			
1 CB vacancy	Melissa Becker	Accounting	6/15/17 – 6/14/18
1 CAH vacancy	Vacant		10/1/17 – 6/14/19

Exhibit C

Faculty Code IV.D.

1. Authorization of Committees

The authorizing resolution or motion establishing any standing committee shall include, but is not limited to, language to establish the scope of the committee's charge, the length of time for which the committee will be in service, the number of members on the committee, and the length of term for which members will serve.

- a. The Executive Committee with the approval of the Senate, may, at any time, amend the authorizing language of a standing committee.
 - b. The maximum length of time a standing committee shall be authorized by the Senate is four years, excepting those committees identified in D.1 above. The Senate may reauthorize a standing committee at the end of its term.
 - c. There shall be no limit to the number of times the Senate may reauthorize a standing committee.
2. The Executive Committee shall have the right to appoint the members of all Senate standing, sub, and ad hoc committees with Senate approval.
 3. Terms of service for committee chairs shall be limited to six (6) consecutive years. A partial year shall be treated as a full year.
 4. All changes suggested by any committee must be approved by the Senate before being adopted.
 5. The Executive Committee shall nominate a faculty legislative representative to the president. Upon approval by the president, this nominee shall then be confirmed by the full Senate.
 6. The Executive Committee shall forward nominations for faculty positions on university standing committees to the Officers of the President and Provost. The provost or president shall make the final selections and appointments.
 - a. A committee member shall report on at least a quarterly basis to the chair-elect using the form provided by the Executive Committee. If there are issues that affect the general faculty, additional contact is required.
 - b. The chair-elect will serve as liaison and report to the Faculty Senate.

Exhibit D

Child Development Type B Certificate

<https://cwu.curriculog.com/proposal:2093/form>

Exhibit E

Lean Six Sigma Greenbelt Type B Certificate

<https://cwu.curriculog.com/proposal:2057/form>