

**Council of Department Chairs  
College of the Sciences, Central Washington University  
Regular Meeting, January 5, 2006  
10:30 a.m., Science 301**

**Attending:**

Barlow, Kathleen - Anthropology	Miller, M. Meghan, Dean
Boersma, Stuart F. - Mathematics	Palmquist, Bruce - Physics/Science Education
Darda, David - Biology	Schaefer, Todd - Political Science
Ely, Lisa L. - Geology	Schwing, James L. - Computer Science
Johnson, Kirk A. - Sociology	Stein, Stephanie - Psychology
Kurtz, Martha J. – Chemistry and Science Education	Thomas, Carin - Associate Dean
Lillquist, Karl D. - Geography	Tolin, Phil – Associate Dean and Chair, Law and Justice

**Minutes of November 17, 2005**

The minutes from November 17, 2005 were approved

**Next Meeting**

The chairs will meet Thursday, January 12 and each alternate week thereafter through March 9. The chairs were advised to hold the time on intervening Thursdays for presentations.

**MFAT Testing**

Jim Schwing has been notified that Testing Services can no longer afford to pay the expense of MFAT testing, and several COTS departments use this test for assessment. It was pointed that the testing can be done on line, but there will probably be a similar expense for administering the test through that venue as well. As assessment is a high priority and departments outside COTS probably use this assessment tool, Meghan will try to find a solution through Deans' Council.

**Post-tenure Review**

Meghan advised the chairs that on January 9 she would notify appropriate tenured faculty who haven't undergone post-tenure review in the past three years of the deadlines for their mandatory participation in the process this year.

**Intellectual Property Policy**

Meghan distributed a proposed Intellectual Properties policy. Under this policy the benefit for royalties for the faculty and the university are scaled.

**Catalog Narrative Format**

The chairs expressed dismay about the Faculty Senate's approval of a standard catalog narrative format recommended by the Curriculum Committee that limits program description 75 words. The chairs have been given a deadline by which they were to submit catalog copy in the new. The chairs agreed that it is not possible to describe an academic program adequately in 75 words.

**Faculty Rights Dealing with Disruptive Students**

There was a brief discussion on what rights faculty have to eject disruptive students from class. It was generally agreed that faculty do have the right to eject students from class. It may be appropriate to ask for assistance from campus police.

**Northern GEARUP Director**

Meghan announced that Julie Grinolds has been appointed as director of the Northern GEARUP program administered through the Wenatchee Center. Faculty scholarship will not be a component of this program.

**Summer Session**

The chairs were notified that summer profits from the 2005 summer session have been calculated and will be distributed to the departments this week. The chairs were advised that applications for summer faculty research grants are due soon. Teasers about the 2006 summer session have already been distributed.

### **Cornerstone**

Participation in Cornerstone is up 45% this year.

### **Rufus Woods Archive**

The Wenatchee World has bestowed the Rufus Woods history to Central Washington University to be archived in university Library.

### **Space Need Request Form - [http://www.cwu.edu/~acadplan/request\\_form.html](http://www.cwu.edu/~acadplan/request_form.html)**

The form for requesting space on campus is fait accompli and available on the university website.

### **Aspen Institute – Call for Nominations**

Meghan called for nominations to the Aspen Institute and noted that only one honors college nominee will be accepted per institution.

### **ITS Issues**

Lynn Linnell and Roland Tollefson represented the Information Technology Services unit for a discussion on ITS issues.

Roland and Lynn addressed the chairs' concerns that the aggressive spam filtering programs CWU utilizes have filtered out homework from students and professional communications from faculty colleagues: They noted that if spam filtering guidelines are relaxed, there will be a huge increase in the number of spam messages university staff will receive and viruses would probably proliferate on campus as a result. Roland pointed that staff are notified when messages are filtered out, and may request the postmaster to authorize that messages from a specific site be added to an accept list.

A second concern centered on the length of time it takes get wireless access through Odyssey Client. It was noted that many students are bringing their personal computers to class to avoid the 10-minute delay before they have wireless connection. Roland noted that it is doubtful that Odyssey will be utilized beyond this year and this should improve. In response to a question from Kirk Johnson, Roland noted that Farrell Hall will be rewired next year.

There were concerns that the PeopleSoft program doesn't work from home. Roland suggested that concerns about this be addressed to Kristi Gladen (TEL 2392).

When asked if there was any effort underway to replace the current GroupWise program. Neither Roland nor Lynn were aware of such activity.

Win-Win. Roland noted that ITS has \$125K each year as matching funds to replace obsolete desktop CPU's (P3 and 500 MGH or lower) or obsolete operating systems such as Windows NT or Windows 95 or 98).

### **Classroom and Student Behavior Issued**

Steve Rittereiser, Campus Police Chief, and Keith Champagne, Associate Vice President for Student Affairs discussed student behavior issues. Chief Rittereiser noted that most behavior problems are addressed in the Student Judicial Code. The university's workplace violence policy covers situations involving the use of physical force with intent to harm or threats of force. They suggested that campus community members should check out this policy think about a preplanned response in the context of the policy.

Steve and Keith suggested certain body language that may be used to calm people down. They noted that department secretaries are often the people who can de-escalate a conflict situation, and they noted that they will be offering staff suggestions on conflict communication skills Thursday, January 12.

Keith and Steve concluded their discussion with a suggestion that faculty include behavioral expectations on their syllabi.

Steve and Keith suggested that academic departments check with student affairs before hiring student employees as part of routine reference checking.