

**Council of Department Chairs  
College of the Sciences, Central Washington University  
Regular Meeting, February 2, 2006  
10:30 a.m., Science 301**

**Attending:**

Barlow, Kathleen - Anthropology	Miller, M. Meghan, Dean
Boersma, Stuart F. - Mathematics	Piacsek, Andrew - 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

**Sexual Assault Response:**

- Nichole Dunn, a member of CWU's commission on sexual assault briefly reviewed the procedure to follow when approached by a sexual assault victim and distributed a written guide developed by the campus commission on sexual response which contained brief summaries entitled: (1) How to Help; (2) Sexual Assault Definitions, (3) Campus Police Sexual Assault; (4) Reporting; and (5) Resources. The chairs were advised that they could contact Nicole at the Wellness Center, (509) 963-3233 or Gail Farmer, Sexual Assault Response Coordinator/Director of Wellness Center (509) 963-3213/fax 509-963-1813/e-mail: farmer@cwu.edu) for more details.

**Testing Center**

Tom Henderson, Testing Center Director, briefly reviewed some of the activities in the Testing Center.

1. Prepare for the upcoming accreditation review (2B1, 2B2, and 2B3). Tom distributed copies of the standards and the underlying NWCCU policy.
2. Test run voluntary on-line student evaluations of instruction– hopefully by spring.

**Graduate Faculty Appointments**

Wayne Quirk, Associate Vice President for Graduate Studies, Research and Continuing Education, and Paul James, Graduate Council member, reported that the Council is spending too much time reviewing credentials of graduate faculty nominees because nominations don't show evidence of how nominees for regular graduate faculty status meet the criteria for appointment or renewal. The two criteria in question are the mentoring of graduate students within the last five years (which has been interpreted by graduate council to include sitting on a committee through completion of one student) and currency of scholarly activity.

Paul noted that the guidelines for the first criterion are relaxed for new graduate programs, and any special circumstances such as new program issues may be addressed in the letter of nomination.

The chairs were asked to ensure that the following are self evident from the curriculum vitae:

1. A record of scholarship that meets or exceeds the college level standard.
2. The history of thesis advising and committee work.