

REGULAR MEETING
November 29, 2017
Minutes

Meeting was called to order at 3:10 p.m.

ROLL CALL: All senators or their alternates were present except: Lori Braunstein, Sarah Fenney, Deepak Iyengar, Francesco Somaini and Ke Zhong

Guests: Gregory Paveza, Rose Spodobalski Brower, Julia Stringfellow, Andrew Richards, Kevin Archer, Kathryn Martel, Bernadette Jungblut, Mike Harrod, Nathalie Kasselis, Christopher Boone, P. Warren Plugge, Todd Shiver, Scott Robinson, Aaron Brown, Gail Mackin, Andreas Bohman, Edith Rojas and Ediz Kaykayoglu

CHANGES TO AND APPROVAL OF AGENDA - Amy add 5 minutes to talk about parking with Jason Berthon-Koch. Approved.

MOTION NO. 17-14(Approved): APPROVAL OF MINUTES of November 1, 2017

COMMUNICATIONS - None

Chief Jason Berthon-Koch came to find out what the concerns are regarding parking. Senator Harper indicated that we are very tight on parking spaces and once it starts snowing the snow piles take up parking spaces, which makes parking even more difficult. Senator from Physics talked about parking after hours near buildings. There are service parking spaces near the building and are typically not used during these hours and was wondering if they could be used for some of these events for safety reasons. Other senators indicated this was a concern across campus for after hour events or students who are using equipment after hours. A comment that Bouillon, Black and Lind don't seem to have enough handicap spaces available for the need. Senator Rajendran asked if a parking study could be done on the capacity to how many spaces vs permits have been issued. Chief Berthon-Koch indicated a study has been done. There are typically spaces available before 9:00 a.m. and after 2:00 p.m.. Spaces are also available on Fridays. There is typically parking available most of the day, just not convenient parking. They are working on a master plan and hope to have that finished soon. Chief Berthon-Koch indicated that other feedback can be provided to him at jason.berthon-koch@cwu.edu.

MyCWU Outages and Downtime – Andreas Bohman gave a presentation on the MyCWU outages and downtimes. Availability is expressed as a percentage of uptime for any given period. Dr. Bohman explained the current capacity issues we currently have. The current CWU availability of the system is 99.9% or 8.76 hours of downtime per year. CWU has currently reached 95-98% usage of the available storage. The system reaches capacity during peak time and the systems can slow down or become unavailable. This past quarter we saw a few more outages. When there is an uptick in outages, Dr. Bohman's office starts looking at how they can get the availability back up. It is \$40,000 to add high speed disks to the storage. They will be decommissioning some databases to free up resources. They are also looking at other sources that process during the peak times and try and reschedule those for non-peak times. There will be some downtime in the system while they replace some of the hardware. Dr. Bohman indicated that faculty can call the help desk if they are having problems with MyCWU. They will know if there is an outage or be able to trace if there is a problem in the network in your building.

SENATE CHAIR REPORT - The General Education Committee has reviewed most of the general education proposals. There are a few they are still working on. The committee has been holding open forums. They have been able to work with originators and helped answer questions. The committee is trying to be careful that these courses fit within the framework. Nothing is assumed, and want to be able to show how these courses map with the program. The Committee understands that faculty are busy.

Senators are encouraged to reach out to the committee if have questions. The Gen Ed implementation Task Force has had their first meeting. Faculty Senate has been collecting feedback over the past year-and-half and the Executive Committee (EC) has provided this information to the task force. The task force is reviewing this information and working on prioritizing. They will be meeting again on December 5th. It is a tight timeline because we need to have everything packaged, and be ready to submit the program change by the January 11th curriculum deadline. The hope is to have it ready to discuss on the Senate floor February 7th. The EC has developed a feedback mechanism for Senators to be able to provide additional feedback outside of the meeting. Accessible Technology policy will be the first use of this feedback process. There only needs to be one form per department. This information will then be sent to the presenters. Recently, there have been early stage conversations about a potential reorganization between the Library and the School of Graduate Studies to combine as one unit. There will be a three-prong approach. The first is for the Provost to have conversations with each the Library and Graduate Studies to allow them to give their feedback. There will also be public forums to provide an opportunity for the broader faculty to provide feedback. Two forums have been tentatively scheduled for January 9 at 1:00 in Shaw-Smyser 115 and January 22 at 5:00 p.m. in the Faculty Center. The second will be a survey to allow individuals to provide additional feedback and provide an opportunity for those unable to attend one of the first meetings to provide feedback. The third will be a discussion and potential response at the February 7th Faculty Senate meeting. Chair Stoddard indicated that last year the Senate talked about going paperless. Currently the EC is experimenting with this before doing this will the full Senate.

FACULTY ISSUES – Senator Stoddard reported on some of the past faculty issues. Hardship withdrawals is a conversation currently with Academic Affairs Committee and as well as the Registrar office to see where the issues are. The data shows 167 hardship withdrawal and out of that number 89 were approved 78 were denied. Of those that were denied, there were multiple cases where faculty and registrar worked together to find another resolution. Senator Harper brought up an issue regarding medical information and FERPA and a concern if we should be collecting this data. MYCWU outages we had the presentation by Dr. Bohman to address this. Accessible Technology policy there will be a survey sent out after this meeting to allow for more feedback on the draft policy. Parking on campus is something that is currently being looked at and they will be creating a committee and will look for a faculty representative to serve on this committee. At the last Senate meeting an issue with the academic calendar and the professional development day was brought up. The professional development date that was endorsed by Faculty Senate was September 19. It was suggested that it be moved to September 23rd. A straw poll was taken and appeared to be more in favor of leaving it as September 19.

Senator Hickey indicated that this meeting room is getting full. There might be options on campus or more chairs provided.

Senator Altman reported that there was an announcement in Central Today about faculty giving extra credit for SEOs. Senator Bisgard indicated that the Evaluation and Assessment committee is currently looking at this and there is no official policy.

PRESIDENT – President Gaudino reported they are working with the changes in legislation and how all of that is going to manifest. Democrats regained majority in Senate. They are having to engage with new individual legislators and committee chairs this year.

PROVOST – Provost Frank announced that Ediz Kaykayoglu has started as the Executive Director of International Studies & Programs. He wants to connect with people and know what is going on in your units, work on relationship building and to help the students. There was an email today announcing a new website with reaffirmation of accreditation information. The Canvas site has now been unpublished, but all that information can now be reviewed through the website. The feedback process will be open through December 15. An email went out yesterday about the budget townhall 3:00-4:30 in Shaw-Smyser 115. Provost Frank and Joel Klucking will speak about 15 minutes to give an overview of the budget picture. This is an opportunity to ask questions and provide feedback. Connect remotely as well. Provost Frank thanked those that attended the ASL forums. There were small groups of staff, faculty and students. They went through progress report for 2016-17 and draft 2017-18 plan. The Provost is in the process of finalizing those documents and will send them out when done. Provost office sent out today the final exam

reminder. There is a joint effort to develop a website with Faculty Senate around committees and committee structure. Moving that effort forward and doing some membership planning of time so workload planning is easier. Hopefully they will have something to review next quarter.

STUDENT REPORT - Edith Rojas reported they are planning for January. They are looking at ways to change the SAS meetings and to plug their senators into what is happening within their departments. Equity service council is doing a winter coat drive now through January 12. There are boxes in SURC, Library, and Bullion. Lobby Day is coming up. If know students who would be interested in this, please have them sign up before 1/26 at CLCE office in the SURC.

OLD BUSINESS - None

REPORTS/ACTION ITEMS

SENATE COMMITTEES:

Executive Committee

Motion No. 17-15(Approved): Ratify 2017-18 committee vacancies as presented in Exhibit A.

Academic Affairs Committee – No report.

Budget & Planning Committee – There is a written report in packet.

Bylaws & Faculty Code Committee

Motion No. 17-05(Approved): Recommend amending Senate Faculty Code Section IV. D. 8 Authorization of Committees as outlined in Exhibit B.

Report - The committee is working on Distinguished Faculty language. The committee would be interested in suggestions or issues with the current process.

Curriculum Committee

Motion No. 17-16(Approved): Recommends approval of a new Spanish Translation and Interpretation Certificate Type B as outlined in Exhibit C.

Faculty Legislative Representative - Bret Smith reported that he went to Olympia a couple of weeks ago for some of the preliminary work. He attended the Senate Higher Education committee meeting. Some of the discussion of included the GET program, 529 plan, and the career colleges gave presentations. Council of Faculty Representatives (CFR) is working on their agenda for the year and will compare that with Council of Presidents and student government to see where there can be collaboration. Some of the issues are: faculty compensation, compressions and competitiveness; cost of library resources; full funding of state need grant and work study funding; campus speech and censorship of student press; as well as veteran's issues. Please email Bret if you have suggestions or questions.

CHAIR-ELECT: Chair-elect Claridge thanked Stefan Robison for agreeing to serve on the Bylaws and Faculty Code Committee. She will be in touch with faculty representatives on non-senate committees during winter quarter and bringing feedback during winter quarter. Distinguished faculty nominations are due 12/1. Open EC next Wednesday at 3:10 p.m.

NEW BUSINESS -

Meeting was adjourned at 4:30 p.m.

Exhibit A

Committee	Name	Department	Term
Bylaws & Faculty Code			
1 Senator vacancies	Stephen Robison	Art	6/15/17 – 6/14/18

Exhibit B

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 Offices 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 (as outlined in section I.C.2).
 - b. The chair-elect will serve as liaison and report to the Faculty Senate.

Exhibit C

Spanish Translation and Interpretation Certificate Type B

<https://cwu.curriculog.com/proposal:2361/form>