

2-21-2001

CWU Faculty Senate Minutes - 02/21/2001

Nancy Bradshaw

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approved 3-7-01

**MINUTES
CENTRAL WASHINGTON UNIVERSITY
FACULTY SENATE REGULAR MEETING MINUTES: February 21, 2001
<http://www.cwu.edu/~fsenate>**

**Presiding Officer: Joshua S. Nelson
Recording Secretary: Nancy Bradshaw**

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

ROLL CALL:

Senators: All Senators or their Alternates were present except Cocheba, Englund, Johnson, Lewis, Monson, Olivero, Williams.
Visitors: David Dauwalder, Ken Gamon, Elizabeth "Libby" Street, Carolyn Wells.

CHANGES TO AND APPROVAL OF AGENDA: MOTION NO. 01-13 (Passed): The agenda was approved as circulated.

APPROVAL OF MINUTES: The minutes of the January 31, 2001 Faculty Senate meeting were approved as circulated.

COMMUNICATIONS: (Available for viewing in the Senate office or distribution on request.)

No communications

REPORTS:

A. ACTION ITEMS:

Chair

Motion No. 01-14 (Passed): "We the Faculty Senate of Central Washington University support legislation which would enable faculty at all 4-year institutions to collectively bargain and direct the Faculty Legislative Representative to express this to the legislature."

Faculty Senate Curriculum Committee

Motion No. 01-15 (Passed): Senator Čuljak, on behalf of the Faculty Senate Curriculum Committee, proposed a motion that was approved: "Addition of a new minor in chemistry - teaching attached as Exhibit A."

Motion No. 01-16 (Passed): Senator Čuljak, on behalf of the Faculty Senate Curriculum Committee, proposed a motion that was approved: "Addition of enrichment courses to the university curriculum attached as Exhibit B."

B. REPORTS/DISCUSSION ITEMS

1. CHAIR: Chair Nelson announced that a faculty forum regarding performance-based budgeting is scheduled for Thursday, February 22, 2001 from 3 p.m. to 5 p.m. in Shaw-Smyser 115, SeaTac 115 and Lynnwood 209. The forum will address faculty issues and concerns regarding the new budgeting system directly with President McIntyre, Provost Dauwalder and members of the Board of Trustees. Chair Nelson asked Senators to urge their department faculty to attend.

2. CHAIR ELECT: 1. Chair Elect Holden reported that the Salary Administration Board is soliciting ideas on how to create a mechanism to move faculty salaries to the CUPA mean. He asked Senators to E-mail suggestions to him at holdenl@cwu.edu. 2. Chair Holden reiterated Chair Nelson's remarks regarding the faculty forum and stated that if there are faculty who would like him to express their concerns, send them to him via E-mail.

3. PRESIDENT: Provost Dauwalder was present in President McIntyre's absence.

Medical Technology Program: Provost Dauwalder stated that the university will delay reporting the deletion of the Medical Technology Program to the Higher Education Coordinating pending discussions with the two Yakima hospitals. The university is looking at the possibility of increasing the number of students in the program in order to make the program cost-effective. Due to lab costs, the program currently costs the university twice as much as revenue received. Upon completion, findings of the discussions will be reported to the Faculty Senate.

Changes to Section 5 of the CWU Policies Manual: Provost Dauwalder reported that there will be several changes made to section 5 of the university policies manual. Section 5 refers to the academic affairs' division of the university. These changes include updating position titles, inserting descriptions of the student academic support services and a recommendation to change the name of the School of Business and Economics to the College of Business.

CWU Activities: Provost Dauwalder drew Senator's attention to several parallel processes currently in progress on campus. These include the performance-based budgeting system, the enrollment recovery, growth and management plan, preparation for the CWU 2001-2002 budget, and the work of the synthesizing committee. Some of the elements in these processes are being confused with others and he stressed the fact that although these processes are related they are different issues.

Performance-Based Budgeting: Provost Dauwalder provided comments on performance-based budgeting in preparation for the faculty forum. He explained that President McIntyre is creating a system that informs budget decisions with performance-based measurements. This system is not designed to create a formula based allocation system. However, some of the measurements will need to be quantitative as well as qualitative. The vice presidents created the following set of criteria that can be applied to all divisions of the university: 1. centrality and/or essentiality, 2. measures of quality, 3. measures of productivity, and 4. promise. Each vice president is currently in the process of working with directors in their units in developing performance measurements. There have been concerns expressed by academic departments regarding the development of a singular set of measures. After discussing these concerns it was determined that within academic affairs a system will be created that carries some university-wide measures but also allows each academic department the opportunity to create an additional set of measurements that reflect the special nature of that particular unit.

Enrollment recovery, growth and management plan: The *Central Washington University Enrollment Recovery, Growth, and Management: A Process Proposal* has been completed and delivered to state representative's Sehlin and Sommers, co-chairs of the house appropriations committee. The plan is a description of the process of how Central will recover its enrollment by identifying 8 elements: 1. Development of a plan and timeline to increase enrollment at Ellensburg and at the centers, 2. Develop new high demand programs and expand existing programs to new cohorts and new sites, 3. Completion of a study of student demographics and interests in regional program needs so that we can better target new student enrollment opportunities, 4. The completion of a plan of strategies to accomplish those goals, 5. The completion of a review of university program areas across the institution to determine areas of strength and weakness, 6. Development and application of a plan for budgeting based on a performance criteria, 7. Improve financial aid and scholarship support for students, and 8. Identify the university's contractual obligations to faculty and staff.

Funding for 2001-2002: The funding for 2001-2002 is uncertain at this time. Within academic affairs the provost has asked deans to prepare a budget plan based on a funding level of 7250 FTES. Deans also prepared a budget plan based on funding levels higher than 7250 FTES. The provost anticipates Central's funding will be higher than 7250 FTES because its yearly average is closer to 7300 FTES and it is unlikely that the legislature will fund lower than the yearly average. The goal is to create several scenarios in order to react to whatever funding the university does receive.

Synthesizing Committee: The Synthesizing Committee is continuing to develop the vision and emphases statements. The committee should be ready to distribute information to the campus community within the next month.

4. **STUDENT REPORT:** Senator Sutton reported on her proposal to create a *Book of Student's Evaluations of their Professors and Courses and Professor's Statements* that was presented at a previous Faculty Senate meeting. She clarified the two misprints in an Observer article regarding this proposal. First, the Faculty Senate would not be responsible for funding the book as the article stated. The ASCWU will provide all funding for this process. Second, the information will not be printed in the quarterly schedule book. The document will be a stand-alone publication provided by the ASCWU. She further stated that professors will assist in choosing which comments will be placed in the side column and also have an opportunity to respond to the comments. Faculty will have total editing power to ensure accuracy of information. Since beginning this process she has realized that the current SEOIs do not give adequate information and that it would be appropriate to delete that section of the proposal. However, if a new SEOI is created and used in this book, the statistical results will be averaged over the academic year.

Senator Sutton also informed Senators that it is a real concern to students that the evaluation of faculty currently in place at Central is inaccurate. She believes that the process should be reviewed and revised so students could accurately evaluate faculty and their instruction. This process is meant to be beneficial to both faculty and students.

Senator Sutton will revise the proposal and submit a final copy to the Executive Committee to be placed as an action item on a future Faculty Senate agenda.

5. SENATE CONCERNS: There were no senate concerns.

6. FACULTY SENATE STANDING COMMITTEE REPORTS

ACADEMIC AFFAIRS COMMITTEE: Senator Donahoe reported on the progress of the new state-wide associate of science transfer degree. She explained that the new transfer degree does not satisfy all of Central's general education requirements. The general education committee reviewed the transfer degree and identified the set of courses that are not met by this degree. They include English 102 (4 credits), 13 credits in humanities and 13 credits in social sciences. After receiving the recommendation from the general education committee, the academic affairs committee found that Central required its students to take 30 additional credits while the other institutions require their students to take 26 additional credits. The question put before the Faculty Senate was, in terms of marketability, should Central reduce the amount of credits to 26, like other institutions? Senator Donahoe asked Senators to E-mail comments to her at donahoes@cwu.edu.

BUDGET COMMITTEE: No report.

CODE COMMITTEE: Senator Eubanks reported that a Faculty Code Hearing has been scheduled for April 11 from 3:00 p.m. to 5:00 p.m. in Barge Hall 412. The committee is scheduled to meet with the provost on March 5 to discuss Code changes he requested the committee to consider.

CURRICULUM COMMITTEE: Senator Čuljak reported that a certificate name change has been approved; Purchasing Management to Supply Chain Management and the deletion of the medical technology program. (Exhibit C). She also reported that there may be a perceived conflict between the ways in which contact hours are defined in the Faculty Code and the university policies manual. The committee will report the findings of this issue at a future Faculty Senate meeting.

GENERAL EDUCATION COMMITTEE: No report.

PERSONNEL COMMITTEE: No report.

PUBLIC AFFAIRS COMMITTEE: No report.

RESEARCH AND DEVELOPMENT: The committee is soliciting applications for university-wide faculty development funds. Applications should be sent to Charles Li, English department. The deadline for receiving applications is April 2. Awards will be made by April 15. Information and applications are on the web at www.cwu.edu/~fsenate/UniversityWide.htm.

OLD BUSINESS: No old business.

NEW BUSINESS: No new business.

ADJOURNMENT: The meeting adjourned at 4:45 p.m.

Approved: March 7, 2001

Exhibit A

New Program – Chemistry Minor: Teaching

UPEC approved 12/13/00

The addition of this program is to provide a supporting endorsement in chemistry for secondary teachers. The program meets the new state standards adopted August 31, 2000. This minor is being added to clearly delineate the requirements of the teaching minor from the requirements of the regular chemistry minor. This minor provides prospective secondary teachers with the background needed to acquire a supporting endorsement in chemistry. There are no new classes proposed.

Chemistry Minor: Teaching

This teaching minor provides prospective secondary teachers with the background needed to acquire a supporting endorsement in chemistry. SCED 324 requires admission to the Teacher Education Program.

Required Courses	Credits
CHEM 181, 181.1 General Chemistry & Lab	5
CHEM 182, 182.1 General Chemistry & Lab	5
CHEM 183, 183.1 General Chemistry & Lab	5
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CHEM 361, 361.1 Organic Chemistry (3) & Lab (2)	5
CHEM 362 Organic Chemistry	3
CHEM 492 Laboratory Experience in Teaching Chemistry	2
SCED 324 Science Education in the Secondary Schools	4
Total Credits	34

Exhibit B

Revisions to the Curriculum Policies and Procedures Manual Addition of an Enrichment Course

5-10.2 Definition of Curriculum terms

5-10.2.15 Enrichment Courses: Enrichment courses are academic courses designed to provide students opportunities to explore, in a short (1 quarter hour) course format, topics of academic substance not otherwise offered in the existing curriculum.

5-10.5.1 Course Numbering System

Second and Third Digit	Description
97	Honors. 1 - 12 credits. Prerequisite, admission to department honors program <u>Enrichment courses using the prefix UNIV</u>

5-10.5.17 Enrichment Courses:

5-10.5.17.1 Definition: Enrichment courses are academic courses designed to provide students opportunities to explore, in a short course (1 quarter hour) format, topics of academic substance not otherwise offered in the existing curriculum. These courses are not intended to substitute for general education, major or minor requirements and, therefore, to become a part of students' enrollment planning. Individual course requirements, levels and prerequisites differ as needed to reflect the academic nature and purpose of courses. Upper division enrichment courses stipulating one or more prerequisites pursue depth or narrow concentration in topic. Lower division courses with no prerequisites are pursuing an introductory or breadth objective. S/U grading only.

5-10.5.17.2 Time Restrictions: Enrichment courses are approved for a period of one quarter. Proposals must be resubmitted to be offered in subsequent quarters.

5-10.5.17.3 Scheduling: Enrichment courses are scheduled to be taught between week three and week eight of each quarter. Once a proposal is accepted, meeting days and times cannot be changed.

5-10.5.17.4 Process: Enrichment course proposals should be submitted on Form G to the appropriate individuals or committees designated on the form. (See Appendix C6) and will follow the curriculum policy designated for enrichment courses.

5-10.5.17.5 Credit limit: All enrichment courses are one credit. To determine the number of contact hours appropriate to the course type, see section 5-10.5.

5-10.11 Guidelines for using Curriculum Transmittal Forms

Five ~~Six~~ forms are provided in Appendices C1-~~C5~~ C6 to transmit curriculum matters.

Form G: Enrichment Course Curriculum Transmittal Form

5-10.11.7 Form G: Enrichment Course Curriculum Transmittal Form. Enrichment course proposals require the following background and rationale be developed and attached to the form:

1. Justification for course level.
2. A detailed course outline which includes student learner outcomes and assessment plan. (This form will be returned to the originator if the student learner outcomes and assessment plan are not included.)
3. Non-faculty costs associated with the course: laboratory, equipment, facilities, student fees, etc.

Exhibit C

Faculty Senate Curriculum Committee Report 2/21/01

Program Name Change

Certificate Program – Purchasing Management to Supply Chain Management

The name change from Purchasing Management to Supply Chain Management is requested to reflect the broadening scope of the program. Formerly, the scope was narrower, with primary emphasis on the organization's purchasing function. Now, the program will include the full spectrum of supply chain activities, of which purchasing is one of several key components.

Program Deletion

Medical Technology

The deletion of the Medical Technology Program is due to low student enrollments and high instructional costs. Currently there are five students enrolled in the program and last year there were three. The cost to CWU for delivering this program is in the neighborhood of \$112,000, which includes salaries, benefits and goods and services. This year the revenue received from tuition and state support is approximately \$37,500. The program is not cost effective. Our location in Providence Hospital is going to be demolished due to a renovation project, so we would be looking for a new place to put the students in the near future.

FACULTY SENATE REGULAR MEETING
Wednesday, February 21, 2001, 3:10 p.m.
BARGE 412
AGENDA

- I. ROLL CALL**
- II. MOTION NO. 01-13: CHANGES TO AND APPROVAL OF AGENDA**
- III. APPROVAL OF MINUTES**
- IV. COMMUNICATIONS**
- V. REPORTS/ACTION ITEMS (20 Minutes)**

Chair

Motion No. 01-14: "We the Faculty Senate at Central Washington University support legislation which would enable faculty at all 4-year institutions to collectively bargain and direct the Faculty Legislative Representative to express this to the legislature."

Faculty Senate Curriculum Committee

Motion No. 01-15: "Addition of New Minor in Chemistry - Teaching attached as Exhibit A."

Motion No. 01-16: "Addition of Enrichment Courses attached as Exhibit B."

VI. REPORTS/DISCUSSION ITEMS

- 1. CHAIR: (10 Minutes)**
- 2. CHAIR ELECT: (10 Minutes)**
- 3. PRESIDENT: (10 Minutes)**
- 4. STUDENT REPORT: (5 Minutes)**
- 5. SENATE CONCERNS: (5 Minutes)**
- 6. SENATE COMMITTEES (30 Minutes)**
 - Academic Affairs Committee: Susan Donahoe**
 - Budget Committee: Thomas Yeh**
 - Code Committee: James Eubanks**
 - Curriculum Committee: Toni Čuljak (Exhibit C)**
 - General Education: Loran Cutsinger**
 - Personnel Committee: Rob Perkins**
 - Public Affairs Committee: Lad Holden**
 - Research and Development: Charles Li**

VII. OLD BUSINESS

VIII. NEW BUSINESS

IX. ADJOURNMENT

*****NEXT REGULAR SENATE MEETING: March 7, 2001*****
BARGE 412

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Date: February 21, 2001

VISITOR SIGN-IN SHEET

Susan Donahoe

Please sign your name if you are not a Faculty Senator.

21 for quorum

Roll Call 2000-01
Faculty Senate Meeting: February 21, 2001

<input checked="" type="checkbox"/>	ADAMSON	Karen	<input type="checkbox"/>	HOLTFRETER	Robert
<input checked="" type="checkbox"/>	ALSOSZATAI-PETHEO	John	<input type="checkbox"/>	FUENTES	Agustin
<input checked="" type="checkbox"/>	BAXTER	Louise	<input type="checkbox"/>	BRYAN	Patrick
<input checked="" type="checkbox"/>	BEAGHAN	Jim	<input type="checkbox"/>	VACANT	
<input checked="" type="checkbox"/>	BEATH	Linda	<input type="checkbox"/>	BOWMAN	Andrea
<input checked="" type="checkbox"/>	BRAUNSTEIN	Michael	<input type="checkbox"/>	PALMQUIST	Bruce
<input type="checkbox"/>	CANNCASCIATO	Daniel	<input checked="" type="checkbox"/>	JORGENSON	Jan
<input checked="" type="checkbox"/>	CAPLES	Minerva	<input type="checkbox"/>	BUTTERFIELD	Carol
<input type="checkbox"/>	COCHEBA	Don	<input type="checkbox"/>	GHOSH	Koushik
<input checked="" type="checkbox"/>	COOK	Jim	<input type="checkbox"/>	HECKART	Beverly
<input checked="" type="checkbox"/>	CULJAK	Toni	<input type="checkbox"/>	ABDALLA	Laila
<input checked="" type="checkbox"/>	D'ACQUISTO	Leo	<input type="checkbox"/>	NETHERY	Vince
<input checked="" type="checkbox"/>	DELGADO	Cyril	<input type="checkbox"/>		
<input checked="" type="checkbox"/>	ELY	Lisa	<input type="checkbox"/>	MELBOURNE	Tim
<input type="checkbox"/>	ENGLUND	Timothy	<input type="checkbox"/>	LIN	C.T.
<input checked="" type="checkbox"/>	EUBANKS	James	<input type="checkbox"/>	STAHLSKI	Anthony
<input checked="" type="checkbox"/>	GRAY	Loretta	<input type="checkbox"/>	LI	Charles X.
<input checked="" type="checkbox"/>	GUNN	Gerald	<input type="checkbox"/>	FAIRBURN	Wayne
<input checked="" type="checkbox"/>	HOLDEN	Lad	<input type="checkbox"/>	BENDER	William
<input checked="" type="checkbox"/>	HUBBARD	Brenda	<input type="checkbox"/>	HAWKINS	James
<input checked="" type="checkbox"/>	HUCKABAY	James	<input type="checkbox"/>	ALWIN	John
<input type="checkbox"/>	JOHNSON	Kirk	<input type="checkbox"/>	DUGAN	Jack
<input checked="" type="checkbox"/>	KURTZ	Martha	<input type="checkbox"/>	ARRINGTON	Jane
<input type="checkbox"/>	LEWIS	Keith	<input type="checkbox"/>	BACH	Glen
<input checked="" type="checkbox"/>	LI	Chenyang	<input type="checkbox"/>	HOOD	Webster
<input type="checkbox"/>	MONSON	Luetta	<input type="checkbox"/>	WOODCOCK	Don
<input checked="" type="checkbox"/>	NELSON	Joshua	<input type="checkbox"/>	BRANSDORFER	Rodney
<input type="checkbox"/>	OLIVERO	Michael	<input type="checkbox"/>	REASONS	Charles
<input checked="" type="checkbox"/>	PITTOCK <i>Coleman</i>	Bea	<input type="checkbox"/>	BACKLUND	Phil
<input checked="" type="checkbox"/>	POLISHOOK <i>Spring</i>	Mark	<input type="checkbox"/>	GAUSE	Tom
<input checked="" type="checkbox"/>	RICHMOND <i>quarantine</i>	Lynn	<input type="checkbox"/>	BRADLEY	James
<input checked="" type="checkbox"/>	ROBERTS	Connie	<input type="checkbox"/>	LOCHRIE	Mary
<input checked="" type="checkbox"/>	ROBERTS	Scott	<input type="checkbox"/>	VACANT	
<input type="checkbox"/>	SCHAEFER	Todd	<input checked="" type="checkbox"/>	WIRTH	Rex
<input checked="" type="checkbox"/>	SCHWING	James	<input type="checkbox"/>	GELLENBECK	Ed
<input type="checkbox"/>	SPENCER	Andrew	<input checked="" type="checkbox"/>	SNEDEKER	Jefferey
<input checked="" type="checkbox"/>	SUTTON	Jessica	<input type="checkbox"/>		
<input type="checkbox"/>	THYFAULT	Alberta	<input checked="" type="checkbox"/>	DONAHOE	Susan
<input type="checkbox"/>	WILLIAMS	Wendy	<input type="checkbox"/>	PENICK	Jeff
<input checked="" type="checkbox"/>	WYATT	Marla	<input type="checkbox"/>	BUERGEL	Nancy

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approved no changes

III. APPROVAL OF MINUTES

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passed

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Exhibit C

Faculty Senate Curriculum Committee Report 2/21/01

Program Name Change

Certificate Program – Purchasing Management to Supply Chain Management

The name change from Purchasing Management to Supply Chain Management is requested to reflect the broadening scope of the program. Formerly, the scope was narrower, with primary emphasis on the organization's purchasing function. Now, the program will include the full spectrum of supply chain activities, of which purchasing is one of several key components.

Program Deletion

Medical Technology

The deletion of the Medical Technology Program is due to low student enrollments and high instructional costs. Currently there are five students enrolled in the program and last year there were three. The cost to CWU for delivering this program is in the neighborhood of \$112,000, which includes salaries, benefits and goods and services. This year the revenue received from tuition and state support is approximately \$37,500. The program is not cost effective. Our location in Providence Hospital is going to be demolished due to a renovation project, so we would be looking for a new place to put the students in the near future.