



EXECUTIVE COMMITTEE AGENDA SETTING MEETING MINUTES

Thursday, October 5, 2017

2 pm, SU 316

Click on links to review items

1. Review the [minutes](#) from the Sept 7, 2017 meeting. The minutes were approved as corrected (with edits to 7 & 9).
2. [Civic Action Institute](#) – Brenda Kowalewski, Vice Provost, Bill Cook, WSU's Ogden Civic Action Network Director. WSU wrote a civic action plan with input from seven anchor institutions within the community. Because of conversations on campus with various institutes and programs there has been a recommendation to change the name to Office of Community Development. This connotes the role that the Institute plays, convening many different organizations and helps differentiate it from the Walker Institute and Center for Community Engaged Learning. There are no other changes to the proposal. This is the infrastructure to support the Ogden Civic Action Network. Even though the Civic Action Institute is not asking to create a new center, bureau or institute at this time, Brenda Kowalewski requested to present the proposal to faculty senate.
3. Center for Leadership in Corporate Responsibility – Dee Fawcett, Center Director [Proposal](#), [Budget](#)
The Center for Leadership in Corporate Responsibility is asking to be formally recognized as a center, as outlined in PPM 4-3. The Center leadership has been working closely with SPARC in co-sponsoring speaking engagements. To date the center has been funded through the Goddard School Dean's office. They will be looking for outside funding. The mission of the center is to help equip future leaders with the ability to make ethical decisions with regard to both sustainability and social responsibility. They have funded six research grants for corporate social responsibility, some research has already been published. Current classes will be surveyed to see where sustainability and ethics are being taught in the Goddard School. They hope to also add classes with this emphasis. The proposed center has answered additional questions added to the Regent's form.
4. Starfish – Leslie Park, Student Success Center Director. Starfish is part of the larger Student Succeeds Initiative. A faculty group of about eight members has been working on helping to pilot the program. Faculty can send praise or concern by email to students, this will also go to the advisor. There are three sections to the program: 1) Connect, (online scheduling), 2) Analytics (Gail Chapman and Rachel Ruiz have taken the lead on this, working with Hobson), this will help advisors know who to reach out to because they can see who is struggling; 3) Early Alert (progress surveys). Faculty comments go to student and advisors. Faculty can only see their own comments but advisors can see all comments. No negative feedback has been received from faculty. Positive conversations have already come from the emails that have been sent out. Currently a pilot is being done, they are starting slow and anticipate a 2-3 year roll-out to get up to full student coverage.

Faculty Senate would like to hear a peer review of Starfish from other institutions and WSU faculty, they also want to know if students can opt out. Leslie Park will present to faculty senate as an information item.

5. [General Education WSU Courses](#) – 3000 level courses and infrequently taught courses – John Cavitt, Leigh Shaw. University Curriculum Committee (UCC). The UCC September meeting was to review Gen Ed Humanities and Creative Arts courses. 18 of 50 were placed on probation. Issues that came from this meeting were:
 - a. Concern with 3000 level courses being offered as Gen Ed -

There are five total 3000 level courses, English (4) & Theater (1). The USHE recommendations in R470 is that Gen Ed be lower division. There is no policing of this recommendation. The University Curriculum Committee vocal majority supported the USHE guidelines of 3000 level classes not being Gen Ed.

- b. Allowing Gen Ed's to have prerequisites - GEIAC discussed the desire for Gen Ed to not have bottleneck to registration and having a prerequisite goes against this desire.
- c. Frequency of Gen Ed courses being taught - In 2015 the GEIAC recommendation was that new Gen Ed courses should be offered at least annually and it is strongly recommended that more than one faculty member be able to teach the course. Gen Ed should not be specialty courses.
- d. Removing Gen Ed course attribute - Foreign Language wants to withdraw a course from Gen Ed, there is no procedure for that. There is no form in Curriculog. Patti and Leigh can work together to come up with a form and make sure it is what UCC needs. Present this new form to Faculty senate as an information item.

WSU Courses – This is a five year pilot, we are currently in year two. Feedback shows these to be a great success. At the end of the five year cycle recommendations will be made. Sustainability is an issue because of financial concerns. There is also concern if any courses were to be offered online. Teaching in-load and not compensating department (or offering seed-money to teachers) would be an option to help with funding. Defining required class size and SCH allotments would be important for sustainability.

Desire to come up with a Gen Ed process that can be defended. Rob Reynolds recommends that Curriculum be charged with putting policy in CPPM. There was unanimous support of Executive Committee to remove 3000 level courses from Gen Ed. Continuing to offer 3000 level courses as Gen Ed is at cross purposes with efforts to craft a new Gen Ed program. Would like to craft recommendations as policy. John Cavitt recommends that it be brought to Faculty Senate after policy is formatted even though it is not required for Faculty Senate to approve CPPM policy.

- 6. WSU update – Who? Chuck university update then Madonne desires to update on history of Student Steering Success Committee (SSSC), and show the Weber Thrives web site, so Faculty Senate can see SSSC committee charges and membership. She will talk briefly about overlaps in Faculty Senate charges and what is trying to be done with SSSC and how Starfish fits into this. Then Leslie will give a high level Starfish update.
- 7. Program Discontinuance: Business Administration emphasis in Finance, Marketing, Supply Chain Management – Doris Geide-Stevenson, Faculty Senate Chair. No objections have been raised to the discontinuance, Doris will bring to Faculty Senate as an action item.
- 8. [ASSA PPM 4-19.I.A](#) Changes - Casey Neville. Casey Bullock added language to the PPM to clarify how GPA is calculated. It does not change anything in the practice of how things are currently being done. The wording of the draft policy was clarified.
- 9. Position Announcement for Teaching and Learning Forum Director - Doris Geide-Stevenson Subcommittee to review announcement: Marek, Pam and Doris. They will coordinate with Colleen to make sure it is accurate and with Brenda Kowalewski, as the supervisor for this position.
- 10. [University Ranking and Tenure Evaluation Committee Chair](#) – Doris Geide-Stevenson. Nomination for Chair John Sohl
- 11. ASSA & APAFT Charges – Doris Geide-Stevenson. Need to address smaller portion of charge before entire charge can be made. Potential wording of charge, "While respecting faculty rights and responsibilities, determine if bottleneck courses exist and if there are possible resolutions to these bottlenecks". USHE data is available on this issue on a state level, our Institutional Research department

could give WSU data in regard to this. Doris will draft a charge with Mark Denniston and Valerie Herzog and then bring it back before going to Faculty Senate.

12. Proposed Center Discussion – Executive Committee approved the additional questions added to the [R401 form for Centers Institutes and Bureaus \(CIB\)](#). Civic Action Institute is now an Office so we don't need to have Faculty Senate review, will still have information item in Senate. Executive Committee and the Provost support the Center for Leadership in Corporate Responsibility as it moves forward to the President's Council and Trustees. The time line for CIB review is: Review by Executive Committee then informational item for Faculty Senate, then will move to President's Council and on to Trustees.

Looking forward it is important that approval of the CIB comes before they are launched. Deans are becoming informed of the need for Executive Committee review before they launch new CIB's. Doris will share the CIB form with the Dean's council.

13. Other Items

Graduate Program Approval – Not having Regents approve most programs needs to lead to a discussion across the university. Despite Regents not approving programs there is still information being disseminated across the state. Proposals must be sent to the Chief Academic Officers (CAO) Canvas website. The Provost then forwards them to the Deans. Comments are given back to the proposing institutions Board of Trustees. The Regents are talking about putting a cap on the number of graduate programs that regional institutions can offer and their first numbers were less than what we currently offer. Trustees are very interested in program development. Proposed programs for the next 2 years have been sent to the Trustees. They are also looking at the college strategic plans to see if the proposals look good with the college's strategic plan and with the University as a whole. Plan to put this as information item on November Faculty Senate agenda.

Meeting adjourned 4:45 pm

Next Faculty Senate Meeting: Thursday, October 12, 2017, 3pm, Smith Lecture Hall, WB206-207
Next Executive Committee Meeting: Thursday, November 2, 2017, 2pm, MA211K