



Thursday, February 28, 2019
2 pm, MA 211K

EXECUTIVE COMMITTEE AGENDA SETTING MEETING

Click on links to review items

Present: Aaron Ashley, Doris Geide-Stevenson, Ed Hahn, Tim Herzog for Marek Matyjasik, Casey Neville, David Aguilar for Clay Rasmussen, Hugo Valle, Mary Beth Willard, Sarah Steimel for Catherine Zublin, Madonne Miner, Patti Glover

Excused: Brad Mortensen,

- 1) Approval of [February 7, 2019](#) & [February 21, 2019](#) meeting minutes as circulated
- 2) Curriculum – John Cavitt, Chair

[EC Feb 28, 2019](#)

General Education

Women and Gender Studies

Gen Ed Renewal (SS) WGS - 1500 - Introduction to Women and Gender Studies Richard Price

Math

Gen Ed Renewal MATH - 1210 - MATH 1210 - Calculus I, MATH 1220 - Calculus II, MATH 2210 - Calculus III Paul Talaga Course not Gen Ed and does not require Gen Ed renewal

Geography

Gen Ed Renewal (SS) GEOG - 1300 - Places and Peoples of the World Eric Ewert

Gen Ed Renewal (SS) GEOG - 1520 - Geography of the United States and Canada Eric Ewert

Non-General Education

English

(from February FS Meeting, proposals were not represented and therefore moved to March)

New Program Literary Editing Abraham Smith

Program Changes - English Teaching (BA) James Young

Program Changes - English BA Hal Crimmel

New Course ENGL - 3540 - Adaptation Studies Hal Crimmel

LEAP

New Course LEAP - 2751 - Campus Activities & Events Deb Sheridan

New Course LEAP - 2752 - SPECIAL PROJECTS - READING Deb Sheridan

Pull and route to Cliff, also fix LEAP Hierarchy

Social & Behavioral Science

History

New Course HIST - 4520 - History of Medicine Matt Romaniello

New Course HIST - 4570 - Islamic Civilization Matt Romaniello

Neuroscience

New Course NEUR - 3998 - EEG in Epilepsy Jim Hutchins

New Course NEUR - 3999 - EEG in Ped Patients & Neonates Jim Hutchins

Jim unable to attend meeting, asked for proposals to be moved to March

ROTC

New Course MILS - 1110 - Basic Rifle Marksmanship Jason Webb

New Course MILS - 2220 - Advanced Rifle Marksmanship Jason Webb

- 3) APAFT – Melissa Neville, Chair
 - a) [Instructor Contract Terms PPM 8-7,II](#)

The changes are meant to allow the offering of three-year contracts to non-tenure track full-time faculty.
 - b) [Removal of Instructor Specialist terminology PPM 8-11 & 8-21](#)

APAFT recommends that the term instructor specialist be removed from the PPM due to is outdated use. It has been confirmed that there are no longer instructor specialists at WSU.
 - c) [Faculty Survey - Plan](#)

All 569 full-time faculty were sent an email with a unique link to the survey. In all, 316 surveys were initiated with 289 of those initiated actually submitted, for an overall response rate of 50.8%. The surveys showed general faculty agreement that evaluations are not used appropriately in tenure. Desire to take the survey results to Senate as an information item.

APAFT will begin reviewing and considering PPM language related to the use of student evaluations in the tenure and promotion process. TLA has researched best practices for evaluations, which were shown in the research to be helpful to instructors as a tool to improve their teaching. Would like to see an ad hoc committee created to look at best practice and teaching evaluations.
 - d) [Autobiographical Document](#)

The scholarship section of the autobiographical document will be sent to the Provost, then go back to APAFT for refinement.
- 4) SBBFP – Leah Murray, Chair
 - a) [Pre-Promotion Base Salary Increase](#)

This salary increase offers part of the 6 year promotion and tenure salary increase at three year review. This will happen if it is a successful third year review, based on meeting one of the channels described in the applicable college document. There is hope that this will help with new faculty retention. This policy will go to Senate for a vote, and then go to the president as a recommendation.
 - b) [CUPA](#)

There is only data from three quarters because of the government shutdown. We always compare our salaries this year with last year's CUPA salaries. CE and Library have very small number of faculty which probably effected the large percentage change in those departments. The committee thought A&H and SBS percentage dropping should be examined. In the future it may be a good idea to look at the CUPA categories.
- 5) ASSA – Brent Horn
 - a) [Academic Standing PPM 4-17](#)

The changes to PPM 4-17 normalize sanction conditions for all students, regardless of credit hours, and reduce the time for any academic suspension to one semester. The student will get academic help to make improvement. Once this policy is approved the Registrar's Office will contact students currently on suspension to let them know they can come back if their suspension is longer than a semester. This policy does not affect conduct suspensions, it only effects GPA suspensions.
 - b) [Student Vaccinations](#)

The ASSA Committee recommends the President form a Vaccination Task Force by April 15, 2019. The mission of the Task Force is to develop institutional policies and programs, and allocate resources for said programs, with the goal of increasing vaccination rates among the WSU student population to recommended herd immunity levels for the communicable diseases. Task Force developed policies for inclusion in PPM will be approved by ASSA and Faculty Senate. Full recommendation is in linked document.
- 6) Study Abroad – Cliff Nowell

Transcripts, accounting and communication are the primary issues being addressed, some are

symptoms of success. These issues are recognized by the Study Abroad Office. Students used to enroll in Weber courses and were given grade assigned by the university they were attending. Currently study abroad students are viewed as exchange students and must find out how the course will be transferred to WSU, it is then the student's responsibility to get their transcript and get the courses applied to their WSU transcript.

In 2014 WSU sent out 2 students, in 2018 we sent 45. The accounting used to be done by CE now it is the responsibility of Study Abroad, with no one being available in Study Abroad to do the accounting. They have recently hired an accountant to do the travel logs. Hope to have the summer 2019 travel accounted for in a timely manner.

Communication is partially a workload issue, partly a prioritization issue. The success in study abroad has made it a difficult administrative problem. The office is working on the transcript and accounting issues. A faculty advisory board has been put together with representation from every college. The Committee recommended Study Abroad delineate the issues at hand and make a plan to address them and then present it to Faculty Senate as an informational item.

- 7) CRAO Senate Representation – Doris Geide-Stevens
Gail Niklason is getting the word out to get two volunteer adjunct members for Faculty Senate. The Provost says we can pay the adjunct. Mary Beth Willard will present the plan for adjunct representation to Senate and a vote will be taken to approve that plan.
- 8) Sabbaticals for Senate members
 - a) B&E, David Read, Fall 19, Shane Schvaneveldt substitute
 - b) Science, Adam Johnston Spring 20
 - c) EAST, Hugo Valle Spring 20
- 9) Faculty Governance Award - Doris Geide-Stevenson
Patti will send out Qualtrics form for ranking nominees.
- 10) Emeritus ad hoc committee – Doris Geide-Stevenson
Not quite ready with people for a committee, feelers are out to a few potential members.
- 11) New Executive Committee Members

<u>Name</u>	<u>College</u>	<u>Department</u>
Zublin, Catherine	College of Arts Humanities	Performing Arts
Rushton, Sheryl	College of Education	Teacher Education
Nielson, Blake	College of Eng Appld Sci Tech	Professional Sales
Neville, Casey	College of Health Professions	Radiologic Sciences
Wachocki, Barb	College of Science	Botany
Herzog, Tim	College of Science	Chemistry
Ashley, Aaron	College Social Behavior Science	Psychology
Hahn, Ed	Library	Library
Geide-Stevenson, Doris	School of Business Economics	Economics

Adjourned at 3:40pm

Next Faculty Senate Meeting: Thursday, March 14, 2019, 3pm, Smith Lecture Hall, WB206-207

Next Executive Committee Meeting: Thursday, April 4, 2019, 2pm, MA211K