



MEMBERS - Alphabetically

David Aguilar-Alvarez
Aaron Ashley
Brody Bailey
Jason Barrett-Fox
Tracy Callahan
Minsum Choi
Vikki Deakin
Bruce Davis
Mark Denniston
Veronica Doumit
Andrea Easter-Pilcher
Chis Eisenbarth
David Ferro
Wendy Fox-Kirk – David Malone sub.
Doris Geide-Stevenson
Scott Hadzik.
Frank Harrold
Ed Hahn
Sue Harley
Tim Herzog
Wendy Holliday
Rieneke Holman
Brent Horn
Dan Hubler/Teri Henke – Wei Qiu sub.
Justin Jackson
Adam Johnston
Mark LeTourneau
Marek Matyjasik
Madonne Miner
Cory Moss
Cora Neal
Casey Neville – Laurie Coburn sub.
Blake Nielson
Kacy Peckenpaugh
Brett Perozzi
Travis Price
Clay Rasmussen
Jack Rasmussen – Chloe Merrill
David Read
Rob Reynolds – Pepper Glass sub.
Bill Robertson
Ann Rocha
Yas Simonian
Mo Sondossi/Barb Wachocki

Scott Sprenger
Jeff Steagall
Amy Stegen
Sarah Steimel
John Trimble
Hugo Valle
Glen West
Mary Beth Willard
Stephen Wolochowicz
Catherine Zublin – Jess Greenberg sub.

Guests: Melissa NeVille, Kaycee Paskins,
Kristin Hadley, John Cavitt, Leah Murray

Administrative Associate: Patti Glover

1. ROLL CALL
2. Approval of minutes from [January 17, 2019](#) meeting as circulated.

Information Items

3. Administrative Update – Brad Mortensen, President
Revisions to the WSU scholarship program are still in work, the main considerations are total percent of tuition and fees that will be awarded and GPA requirements. Also an overview of the Utah Legislative Session was given, with the highlight that the committee that prioritizes building projects recommended money be allocated toward the Noorda Engineering Building.
4. [Remote Proctoring PPT](#) – Kaycee Paskins
Proctoring for online students needs to be accessible, convenient and low cost with no devices being used by students. This has been a challenge to find. Libraries have been a good option but the proctor supervisor is not sure these are meeting the necessary requirements. A new policy has been drafted and there are plans to implement the proposed policy summer 2019 to help ensure the safety of tests at remote locations.
5. APAFT– Melissa Neville, Chair
 - a. Charge 6 - [Dean Term Limits](#)
 - (1) Term Limits - Policies regarding appointment and retention of deans at all USHE institutions and at WSU peer institutions as defined by the Board of Regents were researched. None of these institutions have term limits for deans. Also, a comprehensive search of the scholarly literature in higher education yielded nothing on best practices related to term limits for deans. Based on this information and the concerns forwarded to APAFT from Dean's Council and from one WSU dean, the subcommittee recommends that the idea of term limits for deans not be pursued at WSU. No changes in the PPM are required to implement this recommendation.
 - (2) Dean Reappointment/Evaluation - The subcommittee does not recommend any changes at this time to any part of PPM 1-7.V regarding Evaluation of Academic Deans. Betty will add information on the anonymity settings (screenshots of settings) to the survey to explain how it works and to address faculty fears that it is not anonymous.
6. Charge 5 - [Non-Tenure Track Faculty Career Opportunities](#)
Melissa Neville presented on charge 5 for APAFT. Every peer institution has at least a second, higher rank for Instructors. The research showed that peer institutions have extended contracts from one year to 3 or 5 year contracts. 11.2% of courses at WSU are taught by instructors. There are professional development funds available through university programs like RSPG. Funds and fellowships are available for Instructors in at least the colleges of Business & Economics, and Arts and Humanities, the other colleges represented were unaware if the funds in their colleges are available to instructors. At WSU the instructor concerns seem to revolve around:
 - a. Length of contract
 - b. Review process for contract faculty
 - c. Pay increases
 - d. Professional development

Professional development and funding at the University level could be very helpful to Instructors. There is currently a review process for contract faculty, they are to be reviewed every 3 years. Availability of a 3 year contract could be an easy addition to the PPM by the current APAFT committee. Coming up with a new policy regarding new titles and requirements could be assigned to an ad hoc committee.
7. [SBBFP Salary Inversion](#) – Kristin Hadley
The committee did not look at reasons for inversions, this report is simply providing data regarding inversions. This information is passed on to the deans for them to evaluate and address specific situations that are of concern. The committee realizes that not all inversions are of concern and can be explained.

8. Ombuds Gary Johnson - Doris Geide-Stevenson
Starting July 1, 2019 Gary Johnson will be appointed Faculty Ombuds after a screening process by the Executive Committee that solicited input from all individuals tasked with Ombuds review in the Ombuds charter.
9. [Utah Conference on Undergraduate Research](#) – John Cavitt
This February 22, 2019 conference welcomes undergraduate presenters from all corners of the state, and across the academic curriculum to disseminate the results of their research, scholarly and creative activity. An overview of the conference was given. Stacy Palen will present the Plenary Session. Faculty are encouraged to come to the conference No registration is required.

Action Items

10. University Curriculum Committee – John Cavitt, Chair

[Faculty Senate Feb 14, 2019](#)

General Education

New Gen Ed WSU Course WSU - 1580 - The Story and The Cell Michele Culumber
New Course THEA - 2821 - Period Styles in Design Jess Greenberg

Business & Economics

Finance

New Program Finance Minor James Turner

Economics

Program Changes - Business and Economics (AS) James Turner

Supply Chain

Program Changes - Supply Chain Management Minor Francois Giraud-Carrier

Health Professions

Health Administrative Services

New Course HAS - 3980 - IPE - Privacy & Security Pat Shaw

Program Changes - Health Information Management Emphasis, Health Administrative Services (BS) Pat Shaw

Radiologic Science

Program Changes - Associate of Science in Health Sciences - Radiologic Sciences Track Jim Hutchins

Health Science

New Course HTHS - 3997 - Digital EEG Concepts Jim Hutchins

New Course HTHS - 3998 - Normal Adult EEG Jim Hutchins

New Course HTHS - 3999 - Artifacts in EEG Jim Hutchins

Nursing

Program Changes - Nursing (AS) Rieneke Holman

Program Changes - Nursing PN-to-RN [RN Completion] (AS) Rieneke Holman

Program Changes - Nursing, PN-to-RN [RN Completion] (AAS) Rieneke Holman

Course Deletion NRSG - 2250 - Nursing Foundations Clinical Rieneke Holman

Course Deletion NRSG - 2350 - Patient Centered Nursing Care Clinical I Rieneke Holman

Course Deletion NRSG - 2550 - Patient Centered Nursing Care Clinical 3 Rieneke Holman

Course Revision - NRSG - 2251 - Foundations of Nursing Lab and Clinical Rieneke Holman

Course Revision - NRSG - 2351 - Patient Centered Nursing Care Experience I Rieneke Holman

Course Revision - NRSG - 2551 - Patient Centered Nursing Care Experience II Rieneke Holman

Education

Child and Family Studies

Program Changes - Child and Family Studies (BIS) Wei Qiu

Teacher Education

Program Changes - Special Education (BS) Dan Pyle

New Course EDUC - 3371 - Assistive Technology Sheryl Rushton

New Course EDUC - 3535 - IEP and Instructional Planning Sheryl Rushton

New Course EDUC - 4535 - Strategic Plan for Disability Sheryl Rushton

Course Revision - EDUC - 4521 - EDUC 4521 - Practicum in Special Education Sheryl Rushton

Course Revision - EDUC - 4580 - EDUC 4580 - Learning Strategies and Transition for Special Education Students Sheryl Rushton

MOTION: To pull from package Finance Minor by Mary Beth Willard

SECOND: Hugo Valle
OUTCOME: One opposed all other yea

MOTION: To approve all other proposals Mark Denniston
SECOND: Amy Stegen
OUTCOME: Unanimous Approval

MOTION To bring finance minor to the floor by Minsum Choi
SECOND Mary Beth Willard
DISCUSSION: If student has business major then takes finance minor they only have to take 3 courses, this is only 9 credits. Other schools have a similar number of classes required, one school even has only 1 additional course to get the minor.
OUTCOME: Unanimous Approval

Arts & Humanities

Foreign Language

New Program Localization (AA) John Trimble

Communication

New Course COMM - 4740 - Adv. Writing for Screen & TV Sarah Steimel

New Course COMM - 4751 - Advanced Narrative Filmmaking A Sarah Steimel

Course Revision - MPC - 5500G - Topics in Communication Sarah Steimel

English (proposals removed from consideration because there was no representation for the proposals)

~~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~~

~~New Program Film Studies Hal Crimmel~~

Music

Program Changes - Music Education Teaching (BME) Daniel Jonas

Program Changes - Music Education Teaching (BME) Daniel Jonas

New Course MUSC - 3804 - Jazz Pedagogy Daniel Jonas

New Course MUSC - 6681 - Private Instruction - 1 Credit Daniel Jonas

New Course MUSC - 6682 - Private Instruction - 2 Credit Daniel Jonas

New Program Minor in Music Studies Daniel Jonas

Visual Art & Design

Program Changes - Graphic Design Emphasis, Art (BFA) Stephen Wolochowicz

Program Changes - Design for Digital Media Minor Stephen Wolochowicz

New Course ART - 2435 - Graphic Design Practice Stephen Wolochowicz

Course Revision - ART - 2430 - Introduction to Graphic Design Stephen Wolochowicz

Course Revision - ARTH - 3451 - Design History and Theory Stephen Wolochowicz

Course Deletion ART - 3455 - Design Theory and Practice Stephen Wolochowicz

Dance

Program Changes - Dance (BA) Amanda Sowerby

Program Changes - Dance Education Major K-12 (BA or BS) Amanda Sowerby

Course Deletion DANC - 3010 - Dance History 1 Amanda Sowerby

Course Deletion DANC - 3020 - Dance History 2; Dance History II: 20th Century Art and Education Amanda Sowerby

New Course DANC - 3015 - Dance History Amanda Sowerby

Theatre

Program Changes - Musical Theatre (BA) Jess Greenberg

Program Changes - Theatre Arts Major and Theatre Arts Teaching Major (BA) Jess Greenberg

Program Changes - Theatre Arts Teaching (BA) Jess Greenberg

Program Changes - Theatre Arts Teaching Minor Jess Greenberg

New Course THEA - 1220 - THEA 1220 Acting 1 Tracy Callahan

New Program Associate of Art in Technical Theater Jess Greenberg

Science

Microbiology

Program Changes - Associate of Science Degree in Biology (AS) Sue Harley

Earth and Environmental Science

Program Changes - Applied Environmental Geosciences (BS) Rick Ford
 Program Changes - Earth Science Teaching (BS) Rick Ford
 Program Changes - Earth Science Teaching Minor Rick Ford
 Program Changes - Geology (BA) Rick Ford
 Course Deletion GEO - 4150 - Environmental Assessment Rick Ford
 Course Deletion GEO - 4400 - Remote Sensing II: Advanced Digital Image Processing Rick Ford
 Program Changes - Geospatial Analysis Certificate of Proficiency Michael Hernandez
 Program Changes - Geospatial Studies Minor Michael Hernandez
 New Course GEO - 1710 - Introduction to GIS..... Michael Hernandez
 New Course GEO - 1720 - Geospatial Analysis Michael Hernandez
 New Course GEO - 2200 - Geospatial Data Acquisition Michael Hernandez
 New Course GEO - 2840 - Geospatial Internship Michael Hernandez
 New Course GEO - 2850 - Geospatial Capstone Michael Hernandez
 New Course GEO - 4840 - Geospatial Internship Michael Hernandez
 New Course GEO - 4850 - Geospatial Capstone Michael Hernandez

MOTION: To bring all proposals presented to the floor Adam Johnson

SECOND: Brent Horn

OUTCOME: Unanimous Approval

EAST

Computer Science

Program Changes - Computer Science (BS) Linda DuHadway
 New Course CS - 1400 - Programming I: Linda DuHadway
 Program Changes - Master of Science in Computer Engineering (MSCE) Justin Jackson
 Program Changes - Master of Science in Computer Science (MSCS) Robert Ball
 Course Revision - CS - 5500 - Artificial Intelligence and Neural Networks Robert Ball
 Course Revision - CS - 5820 - Compiler Design Robert Ball
 Course Revision - CS - 6010 - Design Project Robert Ball
 Course Revision - CS - 6011 - Thesis Research Robert Ball
 Course Revision - CS - 6500 - Artificial Intelligence and Neural Networks Robert Ball
 Course Revision - CS - 6820 - Compiler Design Robert Ball

Building Design

New Program Building Design & Construction Essentials Certificate of Proficiency Jeremy Farner

Interior Design

New Program Interior Design Kristen Arnold
 New Program Interior Design Minor Kristen Arnold
 New Program Interior Design (AAS) Kristen Arnold
 New Program Interior Design Emphasis (BIS) Kristen Arnold

Professional Sales

New Course PS - 3703 - Professional Sales Simulations Blake Nielson

Automotive Technology

Course Revision - AUSV - 1400 - Automotive Fundamentals Scott Hadzik

Social & Behavioral Science

Psychology

Program Changes - Psychology Major (BS) Aaron Ashley
 New Course PSY - 2400 - Positive Psychology Aaron Ashley
 New Course PSY - 2020 - Mental Health Awareness Aaron Ashley
 New Course PSY - 4140 - Theories of Development Aaron Ashley
 Course Revision - PSY - 4905 - Capstone Selected Topics in Psychology Aaron Ashley
 Course Revision - PSY - 4835 - Capstone Directed Readings Aaron Ashley
 Course Revision - PSY - 4050 - Evolutionary Psychology Aaron Ashley

Geography

New Program Geospatial Technology Certificate of Proficiency Eric Ewert
 New Course GEOG - 1890 - Explor World Thru Geospat Tech Eric Ewert
 New Course GEOG - 2400 - Cartography and Map Design Eric Ewert
 New Course GEOG - 2840 - Geospatial Internship Eric Ewert
 New Course GEOG - 2850 - Geospatial Capstone Eric Ewert
 New Course GEOG - 4600 - Geo Programing/Online Methods Eric Ewert
 Course Revision GEOG - 4400 - Cartography and Map Design (course name & # change) Eric Ewert

Criminal Justice

New Course CJ - 3900 - Intelligence & Nat'l Security Brent Horn

New Course CJ - 4167 - State Criminal Justice Rights Brent Horn

Sociology

Program Change - Sociology (BS) Capstone change Pepper Glass

New Course SOC - 4930 Community Engaged Capstone Pepper Glass

Arts & Humanities Interdisciplinary (course had been inadvertently lumped with English proposals)

New Program Film Studies Scott Sprenger

MOTION was made, and seconded to amend the process to allow interdisciplinary Film Studies program to be discussed at this meeting because Scott Sprenger is here to represent the proposal, it was lumped with the English proposals in the agenda.

MOTION: To bring Film Studies to the floor for consideration by Jason Barrett-Fox

SECOND: Blake Nielson

OUTCOME: Unanimous approval of bring Film Studies to the floor, it will be approved with the group of proposals.

MOTION: To pull Computer Science Bachelors for further information by Adam Johnston

SECOND: Mary Beth Willard

OUTCOME: Unanimous Approval

MOTION: To bring proposals that have been presented to the floor by Justin Jackson (without BS Computer Science or English, but including Film Studies)

SECOND: Tracy Callahan

OUTCOME: Unanimous approval of proposals

MOTION: To bring Bachelors of Computer Science to the floor by David Aguilar

SECOND: Adam Johnson

DISCUSSION: Want clarification on reduction of the number of physics and math courses. This comes from ABET, the accrediting body. The calculus course is still being encouraged for those pursuing graduate degrees. This change allows more flexibility to meet today's needs as the field of computer science has changed over the years.

OUTCOME: Unanimous Approval

10. ASSA Charges – Brent Horn

a. PPM 4-19B - [Grade Changes](#)

The changes include updating language in the policy, updating the policy to reflect current grade change procedures, and change the requirement for reporting grade changes to department chairs.

MOTION: To bring PPM 4-19B to the floor by Aaron Ashley

SECOND: Mark Denniston

OUTCOME: Unanimous Approval

b. PPM 4-21 - [Transfer Credit and Credit by Exam](#)

The executive summary at the beginning of the proposal was removed. References to transfer of graduate credit now refers to PPM 11 where all graduate information is located. The major substantive change to the PPM is making it so lower division credits transfer to WSU as lower division and upper division transfer as upper division. It appears that this correction brings WSU in line with standard practice across USHE.

MOTION: To bring PPM 4-21 proposed changes to the floor by Aaron Ashley

SECOND: Tim Herzog

DISCUSSION: There was much conversation surrounding the transfer credits of upper division for upper division and lower division for lower division. Not having this is a concern for other USHE schools as well

OUTCOME: Unanimous Approval

c. [ASSA/Starfish Ad Hoc/Student Success Structure](#)

The proposal is to replace the expiring ad hoc Starfish committee with a new ad hoc committee. This committee would take the retention portion of the ASSA mission. It is proposed that ASSA maintain the rest of its mission. They will deal with policy and procedure generation, revision and review and will have oversight of student affairs related issues. The ad hoc committee (SERTS) focus is faculty support, representation and advisement on student success issues. They will deal with student

engagement, retention and transitions (HS to college, to alumni), and will interface with Career Services and Development.

MOTION: To bring the ASSA/Starfish Proposal to the floor to approve the new ad hoc committee SERTS by Brodie Bailey

SECOND: Mary Beth Willard

DISCUSSION: Student Affairs and Academic Affairs have been working together increasingly over the last few years, the SERTS committee helps to put this into a committee form that supports this end. This proposal is arranged in a manner that after the two year ad hoc committee it could become a permanent standing committee of Faculty Senate.

OUTCOME: Unanimous Approval

11. SBBFP Negotiating Committee - Doris Geide-Stevenson, Liaison

Leah Murray, SBBFP Chair, Doris Geide-Stevenson, Faculty Senate Chair and Kristin Hadley SBBFP representative

MOTION: To bring negotiating committee to the floor by Aaron Ashley

SECOND: Adam Johnston

OUTCOME: Unanimous approval

New Senators

Ryan Dunn	Education
Sheryl Rushton	Education
Tanya Nolan	Health Professions
Kenton Cummins	Health Professions
Dustin Birch	EAST
Chris Trampel	EAST
None	Business & Economics
None	Library
Barb Wachocki	Science
Rebecka Brasso	Science
Nicola Corbin	Arts & Humanities
Dianna Huxhold	Arts & Humanities
Joshua Winegar	Arts & Humanities
Mark Denniston	Social and Behavioral
Marjukka Ollilainen	Social and Behavioral

Upcoming Events:

- **Remove name from Executive Committee ballot February 15-18 (Google form was sent)**
- **Vote for Executive Committee February 25-27 (through Weber portal app)**
- **March Faculty Senate meeting vote for chair and vice chair for 19-20 (new senators attend)**

Adjourned 4:50 pm

Next Meeting: Faculty Senate, March 14, 2019 at 3:00 pm WB206-207