



EXECUTIVE COMMITTEE AGENDA SETTING MEETING MINUTES

Thursday, January 10, 2019
2 pm, MA 211K

Click on links to review items

Present: Aaron Ashley, Doris Geide-Stevenson, Ed Hahn, Marek Matyjasik, Rieneke Holman for Casey Neville, Clay Rasmussen, Hugo Valle, Mary Beth Willard, Catherine Zublin, Madonne Miner, Brad Mortensen, Patti Glover

1. Approval of the minutes from the [November 29, 2018](#) meeting as circulated
2. Administrative Update – New President – Doris Geide-Stevenson
Gave a warm welcome to WSU's new President Brad Mortensen.
3. University Curriculum Committee (UCC) – John Cavitt, Chair
 - a. Curriculum Representatives at Faculty Senate – At the last faculty senate meeting proposals were on the agenda with no one to represent them. If that is allowed, there is worry about the incidence of this to increase. You never know when there will be questions about the proposals. Patti could inform on email that if no representative is there to represent the proposal will be held until the next faculty senate meeting.
MOTION: Curriculum proposals that do not have a representative present at Faculty Senate will automatically be deferred until the next Faculty Senate meeting by Clay Rasmussen
SECON: Mary Beth Willard
OUTCOME: Unanimous Approval
 - b. Dates for 2019-2020 UCC meetings - The UCC meetings overlap with Dean's council and need to change to a different day so that a Dean can sit on UCC. Tuesday does not seem to have conflict with meetings that the Provost or committee is aware of, so the UCC meeting will be moved to Tuesday beginning in 2019-2020.
 - c. Curriculum [EC Jan 10, 2019](#)

[Program Attribute Sustainability Course](#) Alice Mulder/Heather Root

This is the first of these Program Attributes submitted through the curriculum committee and Curriculog. It will be approved by Faculty Senate as other curriculum is.

Business & Economics

New Course MTAX - 6437 - State & Local Tax/Exempt Orgs Ryan Pace
New Course MTAX - 6487 - Retirement Plans Ryan Pace
Program Changes Master of Taxation (MTax) Rev 2 Ryan Pace

EAST

Program Changes Computer Engineering (BS) Christian Hearn
New Course ECE - 5140 - Fundamentals of Sensor Design Fon Brown
New Course ECE - 5320 - Antennas and Wave Propagation Fon Brown

New Course ECE - 6140 - Fundamentals of Sensor Design Fon Brown
New Course ECE - 6320 - Antennas and Wave Propagation Fon Brown

Science

Course Revision GEO - 3080 - Applied Hydrology (change name, add lab, increase credit hours) Rick Ford
Program Changes Geology (BS) Rick Ford
Program Changes Geology Minor Rick Ford
New Course GEO - 4080 - Groundwater and Environmental Rick Ford
Course Revision GEO - 3710 - Introduction to Geographic Information Systems (GIS) (name and crse # change) Mike Hernandez
Course Revision GEO - 3720 - Geospatial Analysis (name and crse # change) Mike Hernandez
Course Revision GEO - 3840 - Remote Sensing: Principles & Methods (course # and name change) Mike Hernandez
New Course GEO - 4200 - Geospatial Data Acquisition Mike Hernandez

Arts & Humanities

Communications

Course Revision COMM - 3751 - Narrative Digital Filmmaking Anne Bialowas
Course Revision COMM - 3050 - Interpersonal Communication and Conflict Management Anne Bialowas
New Course COMM - 4760 - Digital Documentary Filmmaking Anne Bialowas

Foreign Language

New Program Localization (Minor) John Trimble
New Course FL - 3430 - Translation Technology Cynthia Jones
New Program Certificate of Proficiency in American Sign Language (ASL) Tom Mathews
New Program Certificate of Proficiency in Chinese Tom Mathews
New Program Certificate of Proficiency in French Tom Mathews
New Program Certificate of Proficiency in German Tom Mathews
New Program Certificate of Proficiency in Japanese Tom Mathews
Program Changes Certificate of Proficiency in Spanish Tom Mathews
New Course FL - 2410 - Introduction to Localization Tom Mathews
New Course FL - 3420 - Introduction to Translation Tom Mathews

Theater

New Course THEA - 3233 - Prop Design Sam Transleau
New Course THEA - 3651 - Musical Theatre Repertoire Andrew Lewis
New Course THEA - 4853 - Design/Tech/Managemt Practicum Jessica Greenberg
New Course THEA - 4854 - Design/Tech/Managemt Practicum Jessica Greenberg
New Course THEA - 4855 - Design/Tech/Managemt Practicum Jessica Greenberg
New Course THEA - 4856 - Design/Tech/Managemt Practicum Jessica Greenberg
New Course THEA - 4857 - Design/Tech/Managemt Practicum Jessica Greenberg
New Course THEA - 4858 - Design/Tech/Managemt Practicum Jessica Greenberg
New Course THEA - 4859 - Design/Tech/Managemt Practicum Jessica Greenberg
New Course THEA - 4862 - Performance Practicum Jessica Greenberg
New Course THEA - 4863 - Performance Practicum Jessica Greenberg
New Course THEA - 4864 - Performance Practicum Jessica Greenberg
New Course THEA - 4865 - Performance Practicum Jessica Greenberg
New Course THEA - 4866 - Performance Practicum Jessica Greenberg
New Course THEA - 4867 - Performance Practicum Jessica Greenberg
New Course THEA - 4868 - Performance Practicum Jessica Greenberg
New Course THEA - 4869 - Performance Practicum Jessica Greenberg

Music

Program Changes Minor in Music Performance Carey Campbell
Program Changes Music (BA) Carey Campbell
Program Changes Music Major Performance and Pedagogy (BM) Carey Campbell
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 Course Revision MUSC - 3205 - Music History I: Music before 1800 Carey Campbell
 Course Revision MUSC - 3206 - Music History II: Music after 1800 Carey Campbell
 Course Revision MUSC - 3208 - World Music Carey Campbell
 New Course MUSC - 4322 - Keyboard Pedagogy III Carey Campbell
 Program Changes Music Major Performance and Pedagogy (BM) Carey Campbell
 New Program Certificate in Jazz Studies Carey Campbell
 New Program Certificate of Music Entrepreneurship Carey Campbell
 Course Revision MUSC - 1110 - Music Theory I Carey Campbell
 Course Revision MUSC - 1120 - Music Theory II Carey Campbell
 Course Revision MUSC - 1750 - Symphonic Band Carey Campbell
 Course Revision MUSC - 1760 - Weber State Symphony Orchestra Carey Campbell
 Course Revision MUSC - 2110 - Music Theory III Carey Campbell
 Course Revision MUSC - 2120 - Music Theory IV Carey Campbell
 Course Revision MUSC - 3750 - Symphonic Band Carey Campbell
 Course Revision MUSC - 3760 - Weber State Symphony Orchestra Carey Campbell
 Course Revision MUSC - 3924 - Music Teaching and Learning in the Elementary School Carey Campbell
 Course Revision MUSC - 3991 - Junior Recital Carey Campbell
 Course Revision MUSC - 4822 - Secondary Music Methods Carey Campbell
 Course Revision MUSC - 4991 - Senior Recital Carey Campbell
 New Course MUSC - 1681 - Private Instruction - 1 Credit Carey Campbell
 New Course MUSC - 1682 - Private Instruction - 2 Credit Carey Campbell
 New Course MUSC - 2681 - Private Instruction - 1 Credit Carey Campbell
 New Course MUSC - 2682 - Private Instruction - 2 Credit Carey Campbell
 New Course MUSC - 3202 - Winds/Percussion Literature Carey Campbell
 New Course MUSC - 3681 - Private Instruction - 1 Credit Carey Campbell
 New Course MUSC - 3682 - Private Instruction - 2 Credit Carey Campbell
 New Course MUSC - 3701 - Music Entrepreneurship and You Carey Campbell
 New Course MUSC - 3801 - Jazz Improvisation I Carey Campbell
 New Course MUSC - 3802 - Jazz Improvisation II Carey Campbell
 New Course MUSC - 3803 - Jazz and Commercial Arranging Carey Campbell
 New Course MUSC - 3805 - Jazz Keyboard Skills Carey Campbell
 New Course MUSC - 3806 - Jazz History Carey Campbell
 New Course MUSC - 4332 - Keyboard Pedagogy IV Carey Campbell
 New Course MUSC - 4681 - Private Instruction - 1 Credit Carey Campbell
 New Course MUSC - 4682 - Private Instruction - 2 Credit Carey Campbell
 New Course MUSC - 4701 - Grant Writing & Non-Profits Carey Campbell

1. [TLF Strategic Planning](#) Update – Colleen Packer

A program review of TLF is being done February 25-26, 2019. This will review TLF's 1) programs and services, 2) resource allocation and 3) infrastructure and organizational structure, in an effort to clarify directions for strategic planning. It was suggested that a student be added to the stakeholders for their unique perspective. Because the TLF director is chosen by Faculty Senate they should be included in the program review.

All interdisciplinary/high impact programs are being set up for program reviews but they are not set up to be reviewed by EC since they are not specifically academic programs. The results of these reviews will come to EC.

2. [Academic Affairs Goals and Program Responsibilities](#) – Madonne Miner, Provost

Update of Academic Planning task force. Want to approach planning from the grass roots of programs and then the Office of the Provost will give commentary on those ideas.

Funding from a retiring professor used to be entirely retained by the college. This does not allow for areas that are growing to receive additional funds. A policy has been implemented that allows the college to retain the amount of an assistant professor. Twenty five percent of the remaining money went

back to the Provost office. This coming year it will increase to 50%. The deans have been supportive of this and it has worked well for them. They voted on which new faculty positions should receive the funding and the results were quite consistent within the group.

The new Strategic Analysis Report (end of year report that colleges will be generating) will be used as a basis for what will be happening in the future within the college. The final report is due in May, information will be out in early Spring. Think about the value that your program is providing to the institution, efficiencies that you are operating with and how are you contributing to student growth.

3. Curriculog Approvals for Department and Org Change– Patti Glover
Proposal for department name changes and organizational changes have come regularly to Executive Committee and they have decided if they are information items or action items for Faculty Senate. Now that these proposals are tracked through Curriculog an item will be added to the proposal history section in Curriculog for the Faculty Senate. This will be set up as a notification, not an approval step. EC will continue to determine if these are informational or action items at senate.
4. Department and Org Changes - [EC Jan 10, 2019 Non-Curriculum](#) - Valerie Herzog
 - a. ATN & HPHP Department Reorganization - The reorganization of the AT programs is being done to be in compliance with the accrediting body for Athletic Training. Will be official July 1, 2019
 - b. New Department of Exercise & Nutrition Science - This came up because ATN is changing colleges.
 - c. Jerry and Vickie Moyes (AT move to Health Professions and new Department Name)

These proposals will move to Faculty Senate as informational items
5. New Centers – [EC Jan 10, 2019 Non-Curriculum](#) - Madonne Miner, Provost
 - a. Matthew Browning Center for Design – This is an interdisciplinary and inter-college project-based learning center focused on different forms of design. This will be housed under Arts & Humanities. Initially this will be headed by faculty in A&H but it could change in the future.
 - b. Wadman Center for Excellence in Construction & Building Science
This center allows various EAST departments to come together, allowing co-curricular activities to come to fruition. Will primarily be used with Construction and Building Sciences departments.
New centers are action items for faculty senate.
6. Program Discontinuance – Doris Geide-Stevenson [EC Jan 10, 2019 Non-Curriculum](#)
 - a. Economics (BS) – Quantitative Economics Emphasis
 - b. Economics (BS) – International Economics Emphasis
 - c. Economics (BS) –Economics with Legal Studies Emphasis
These are becoming stand-alone majors so no programs are being discontinued.
Action item for faculty senate
7. Ombuds Position – Doris Geide-Stevenson
Two applications have been received. Executive Committee will appoint this position. A ranking sheet will be sent to all EC members, please rank and then send result to Patti. Doris would like to get input from the administrative review committee to see if they have issues with either candidate. Background check should be put into the position announcement for next time.
8. Trustees Presentations –
February - Business & Economics
March - EAST
May - Science
9. [Faculty Governance Award](#) – Doris Geide-Stevenson
Will go out for nominations.

10. Other Items

- APAFT is looking at dean evaluations, including term limits. In PPM 1-17 It mentions that a task force needs to be appointed by the Faculty Senate if a review of the evaluation instrument is desired. Based on committee discussion a task force does not seem to be necessary as there seem to be no issues with the dean evaluation instrument itself.
- Part-time WSU student has been trespassed from campus for voyeurism.

Meeting adjourned 4:06

Next Faculty Senate Meeting: Thursday, January 17, 2019, 3pm, Smith Lecture Hall, WB206-207
Next Executive Committee Meeting: Thursday, February 7, 2019, 2pm, MA211K