

**EXECUTIVE COMMITTEE
Agenda Setting Minutes**

Thursday, November 29, 2018

2 pm, MA 211K

*Click on links to review items*

Present: Aaron Ashley, Wendy Fox-Kirk for Doris Geide-Stevenson, Edward Hahn, Marek Matyjasik, Casey Neville, Clay Rasmussen, Hugo Valle, Mary Beth Willard, Catherine Zublin, Norm Tarbox, Patti Glover

Excused: Madonne Miner

1) Approval of the minutes from the [Nov 1, 2018](https://www.weber.edu/wsuimages/facultysenate/AgendasMinutes/2018-2019/EC/Nov/2018Nov1ECMinutes.docx) meeting as circulated.

2) University Curriculum Committee – John Cavitt, Chair

 seeCurriculog [EC](https://weber.curriculog.com/agenda%3A176/form) Nov [29](https://weber.curriculog.com/agenda%3A179/form), 2018

a) [Program Attribute Sustainability](https://weber.curriculog.com/proposal%3A3148/form) Alice Mulder/ Heather Root (addendum to be added)

b) [CPPM Changes CPPM 6.7](https://weber.curriculog.com/proposal%3A3938/form) - Program Attributes Darcy Carter (approved)

 The name has been changed from ‘Designation’ to ‘’Attribute, this brings consistency in language across departments.

c) Curriculum –Would like process of how curriculum is brought to the floor and removed for further consideration to be clarified at Faculty Senate this month.

EAST

 School of Computing

New Program Web Development Essentials Brian Rague

 Business & Economics

 Business Administration

Program Changes Management Information Systems (BS) Jim Turner

Program Changes Business Administration (BS) Jim Turner

Program Changes Business Administration (BS), Human Resources Emphasis Jim Turner

Program Changes Marketing (BS) Jim Turner

 Economics

New Program Economics and Legal Studies Jim Turner

New Program International Economics Jim Turner
New Program Quantitative Economics Jim Turner

 Management Information Sys & Supply Chain

Program Changes Supply Chain Management (BS) Jim Turner

 Science

New Course CHEM - 4150 - Nuclear Magnetic Resonance Spectroscopy Laine Berghout

New Course CHEM - 4630 - Materials Chemistry Laine Berghout

Program Changes Chemistry Minor Laine Berghout

 Arts & Humanities

 Foreign Language

Course Deletion FL - 4340 - Foreign Language Acquisition Teaching Proficiency Tom Mathews

Course Revision FL - 4400 - Methods for Teaching Languages Tom Mathews

Program Changes French Teaching (BA) Tom Mathews

Program Changes French Teaching Minor Tom Mathews

Program Changes German Teaching (BA) Tom Mathews

Program Changes German Teaching Minor Tom Mathews

Program Changes Spanish Teaching (BA) Tom Mathews

Program Changes Spanish Teaching Minor Tom Mathews

 Social & Behavioral Science

Program Changes Philosophy BA

Program Changes Philosophy Minor Bob Fudge

 Neuroscience

New Course NEUR - 3950 - Cell & Molec Neuroscience Jim Hutchins

Program Changes Neuroscience Minor Jim Hutchins

 Health Professions

 Master of Health Administration

Program Changes Master of Health Administration (MHA) Darcy Carter

 Education

 Health Promotion and Human Performance

New Course PE - 1710 - Country Swing Dance Level I Ryan Zimmerman

New Course PE - 1711 - Country Swing Dance Level II Ryan Zimmerman

New Course PE - 1712 - Country Swing Dance Level III Ryan Zimmerman

New Course PE - 1765 - Hip Hop Dancing Level I Ryan Zimmerman

New Course PE - 1766 - Hip Hop Dancing Level II Ryan Zimmerman

New Course PE - 1767 - Hip Hop Dancing Level III Ryan Zimmerman

 Master of Education

New Course MED - 6040 - Politics Policy Practice in Ed Louise Moulding

New Course MED - 6055 - Curriculum Theory Louise Moulding

New Course MED - 6065 - Assessment & Informed Decision Louise Moulding

New Course MED - 6082 - Educational Inquiry Louise Moulding

Course Revision MED - 6090 - Master's Project Louise Moulding

New Course MED - 6100 - Ed Leadership & Org Theory Louise Moulding

New Course MED - 6101 - Assess. & Decisions in Ed Louise Moulding

New Course MED - 6102 - Public Ed Finance P-16 Louise Moulding

New Course MED - 6600 - Ethical Leadership Louise Moulding

New Course MED - 6601 - Community Engagement/Advocacy Louise Moulding

New Course MED - 6602 - Org Change/School Improvement Louise Moulding

New Course MED - 6603 - Positive Beh Supp in Schools Louise Moulding

New Course MED - 6604 - Educational Leader Internship Louise Moulding

New Course MED - 6700 - Higher Ed Administration Louise Moulding

New Course MED - 6701 - Current Issues in Higher Ed Louise Moulding

New Course MED - 6702 - Org & Human Res. Mngmt in Ed Louise Moulding

New Course MED - 6703 - Group Dynmaics in Higher Ed Louise Moulding

New Course MED - 6704 - Higher Ed Internship Louise Moulding

New Course MED - 6800 - Adv Web Methods Eval/Res/Prac Louise Moulding

New Course MED - 6801 - Specialized Family/School Prog Louise Moulding

New Course MED - 6802 - Family Theories Louise Moulding

New Course MED - 6803 - Diverse Family Contexts Louise Moulding

New Course MED - 6805 - Family Life Education Coaching Louise Moulding

New Course MED - 6806 - Adv Skills for Fam Life Edu Louise Moulding

New Course MED - 6807 - Parenting Louise Moulding

Program Changes Master of Education: Curriculum and Instruction Emphasis (MEd) Louise Moulding

New Program Master of Education: Educational Leadership Emphasis Louise Moulding

New Program Master of Education: Family Life Education Emphasis Louise Moulding

New Program Master of Education: Higher Education Leadership Emphasis Louise Moulding

2) Discontinuance of [Criminal Justice concentration in Forensic Science (BS)](https://weber.curriculog.com/proposal%3A2866/form) – Marek Matyjasik, Vice Chair No comments have been received, ready to move to Faculty Senate.

3) University Police Update – Dane LeBlanc – WSU Chief of Police

a) [Animal Policy PPM 5-50 - There are problems with people bringing animals on campus for events and maintaining control of them. This policy establishes the rules and expectations regarding the presence of animals on university controlled property. It also provides guidelines the university uses to determine whether or not an animal is a reasonable accommodation for individuals with a disability. This policy applies to all university controlled properties, including all athletic facilities. Individuals with disabilities are responsible for the control of their service animals at all times.](https://www.weber.edu/wsuimages/facultysenate/AgendasMinutes/2018-2019/EC/Nov/WSUAnimalPolicy.docx)

b) Safety on Campus – WSU procedures for crimes that have a propensity to become violent were reviewed. There is an internal checklist for officers to follow, this mandatory checklist is for dating violence, domestic violence, sexual assault, stalking or anything that has the propensity to become violent over time. Actions are taken immediately as soon as the offense is reported. If it is felt that a suspect could be an immediate threat they are removed from campus. The campus Strategic Threat Assessment and Response (STAR) team meets every week and can have a special meeting called if necessary. When police are aware of risks that have happened off campus regarding WSU faculty, staff or students they go through this same process. They also will go to departments/people that need to know with information. An officer will go back to the victim and get them to the appropriate campus office to do safety planning.

4) Graduate Council – [PPM 11-1, IV, 1](https://www.weber.edu/wsuimages/facultysenate/AgendasMinutes/2018-2019/EC/Nov/GraduateCreditByExam.docx) – Louise Moulding, Graduate Council Representative
Two changes were made to the PPM 1)There were contradictory sections of the PPM regarding allowing credit by examination for graduate programs. The language has been made consistent to allow this credit, but experiential credit for work done prior to matriculation is not allowed (per NWCCU accreditation standards). 2) Suggested that the section in PPM 4-21 point to PPM 11-1 for graduate policies.

5) Discussion of CRAO – [Change in Senate Composition](https://www.weber.edu/wsuimages/facultysenate/AgendasMinutes/2018-2019/EC/Nov/AdjunctRepresentation.docx) – Amy Stegen, CRAO Chair
Consider revising apportionment to address the following issues: 1) Increasing ratio of faculty to senators 2) Inclusion of full-time faculty housed in centers and not housed in a specific college 3) Analyze data obtained last year to determine whether adjunct faculty feel that they are adequately represented by current apportionment. It seems that English, Communications and Math are the adjunct that are teaching the most and desire representation. It was suggested that one senator from each college could be the liaison to adjunct within their college and thereby represent the adjunct. A date will be set for a forum regarding the three listed subjects and announced at Senate.

1. APAFT [Student Evaluation Faculty Survey](https://www.weber.edu/wsuimages/facultysenate/AgendasMinutes/2018-2019/EC/Nov/APAFTFacultyEvaluationon.pdf) - Melissa Neville, Chair
APAFT and TLA have worked together and come up with a faculty survey regarding student evaluations to be distributed to tenure track faculty. There will be 6 questions regarding student evaluations. These surveys will be submitted anonymously, and will include what rank the faculty member is. The survey will go to Faculty Senate for comment.
2. ASSA PPM Changes - Brent Horn, Chair
	1. [PPM 4-2 - Catalog Requirements](https://weber.curriculog.com/proposal%3A4013/form) – This proposal adds catalog expiration date for Institutional Certificate programs. They will expire in 3 years.
	2. [PPM 4-21a - Awarding of Transfer Credit and Credit by Examination or Petition](https://weber.curriculog.com/proposal%3A4014/form)
	Language/terms update: 1) Graduate transfer credit referenced to PPM 11-1 2) Transfer articulation will give lower division credit for lower division classes taken and upper division credit for upper division classes taken. This did not receive a unanimous vote (5-1- 3).  However, it appears that this correction brings WSU in line with standard practice.
	3. [PPM 4-19, B – Grade Change](https://weber.curriculog.com/proposal%3A4011/form)
	Changes update language in the policy, update policy to reflect current grade change procedures, and changes requirement for reporting to department chairs. Brent will take this back to the registrar with comment from Executive Committee.
	4. [PPM 6-3 - Registration Dates and Deadlines: Appointments, Add, Cancel and Withdrawal](https://weber.curriculog.com/proposal%3A4012/form)
	Changes reflect definition for a UW and the conditions necessary to grant a UW.  Language cleanup for student grievances with late withdrawal, and W after cancellation period.
	5. Charge 4, Official Photos for Students - The committee discussed this issue with staff who issue wildcard IDs and conducted a survey that was sent to academic/faculty advisors. Based on the results of those investigations, the committee has not found a compelling reason why students should be required to have an official photo attached to their student account. There are other methods for verifying a student’s identification (e.g., driver’s license, passport etc.) and the burdens associated with adding a photo requirement do not appear to outweigh the benefits.  We do feel that students should be encouraged to have a photograph on record when possible, but we do not feel that an official photograph should be required for all students at this time. This recommendation received an 8-0-2 vote.  The issues were regarding technological astonishment.
3. [Legislative Task Force](https://le.utah.gov/asp/interim/Commit.asp?year=2018&com=SPEHEP) & [Report to UT Legislature](https://le.utah.gov/interim/2018/pdf/00004419.pdf)– Marek Matyjasik, Vice Chair
Links show where the discussion is going regarding the relationship between the Board of Regents and Board of Trustees, and the schedule of the meetings that are to come.
4. Department Name Change and Organizational Change – Marek Matyjasik, Vice Chair
Discussed a Faculty Senate step on Curriculog forms for Department Name Changes and Organization changes. Will continue the discussion next month when Madonne can be present.
5. D[epartment Name Change](https://weber.curriculog.com/proposal%3A3795/form) Parsons Construction Management Technology to Parson Construction & Building Sciences Department – Hugo Valle, EAST Rep.
Changing the name of the department better represents the programs that are under that department.
6. Developmental Math 4 credit payment – Marek Matyjasik, Vice Chair
Will postpone discussion until Madonne can be present since this deals with money issues.
7. Ombuds Position – Marek Matyjasik, Vice Chair
Currently two applications have been submitted, will discuss at next Executive Committee meeting.
8. Other Items
Would like to have items on Executive Committee agenda noted as action or information items.

**Next Faculty Senate Meeting:** Thursday, December 6, 2018, 3pm, Smith Lecture Hall, WB206-207

**Next Executive Committee Meeting:** Thursday, January 10, 2019, 2pm, MA211K