



Thursday, November 21, 2019
2 pm, MA Boardroom

EXECUTIVE COMMITTEE AGENDA SETTING MEETING

Click on links to review items

Present: Aaron Ashley, Doris Geide-Stevenson, Ed Hahn, Tim Herzog, Casey Neville, Blake Nielson, Sheryl Rushton, Barb Wachocki, Catherine Zublin, Madonne Miner, Brad Mortensen, Patti Glover

Guests: John Cavitt, Brenda Kowalewski, Molly Sween, Brent Horn, Colleen Packer, Michelle Paustenbaugh, Casey Bullock

1. Approval of the minutes from the November 7, 2019 meeting as circulated
2. Curriculum – John Cavitt

Science

Chemistry & Biochemistry (no representatives, moved to December)

~~WSU Gen Ed – WSU – 1470 – Integrating Chemistry and Visual Art – Brandon Burnett~~
~~Program Change – Chemistry Teaching (BS) – Michelle Paustenbaugh~~

Social & Behavioral Science

Sociology and Anthropology

Course Revision SOC - 2370 - Sociology of Gender Marjukka Ollilainen
Course Revision SOC - 2600 - Sociology of Family Marjukka Ollilainen

Program Change Anthropology Mark Stevenson
New Course ANTH - 4900 - Senior Capstone Seminar Mark Stevenson

Women & Gender Studies

New Program Queer Studies Theresa Kay returned to originator for changes

Geography

~~New Course – GEOG – 3990 – Research Methods in Geography – Eric Ewert returned to~~
~~originator for changes~~
New Course GEOG - 4840 - Geospatial Internship Eric Ewert

History

Program Change Public History Minor Matt Romaniello
New Course HIST - 3530 - History Editing Matt Romaniello
New Course HIST - 4440 - History of Eastern Europe to 1815 Matt Romaniello

Political Science and Philosophy

Course Deletion POLS - 3630 - Identity Politics Richard Price
New Course POLS - 3640 - Media and Politics Richard Price

Arts & Humanities

New Program AA Dance Amanda Sowerby
Program Change Master of Professional Communication (MPC) Sarah Steimel
Program Change European Studies Minor Tom Mathews

EAST

Construction & Building Sciences

Program Change Building Design & Construction Architectural Design Minor Jeremy Farner
New Program Building Design & Construction BS Jeremy Farner
New Course BDC - 3500 - Architectural Rendering & Animation Studio Jeremy Farner
New Program Facilities Management Minor Pete Van Der Have

Electrical & Computer Engineering

Course Revision ECE - 3710 - Embedded Systems Fon Brown
Course Revision EET - 3050 - Microprocessor Systems Fon Brown
Course Revision EET - 4030 - Controls & Systems Fon Brown
~~Program Change Electrical Engineering (BS) Fon Brown Move to Dec with AAS~~
Program Change Electronics Engineering Technology (BS) Fon Brown (not on Curriculog agenda, waiting for return from custom routing)
New Course ECE - 1400 - Fundamentals of Engineering Computing Fon Brown

Manufacturing and Systems Engineering

Program Change Product Design and Development (formerly DET): An Engineering Technology (AAS) Glen West
Program Change Product Design and Development: An Engineering Technology (BS) Glen West
New Course PDD - 1020 - Introduction to 2D CAD Software Glen West
New Course PDD - 4200 - Advanced Mechanical Design Glen West

Health Professions

New Program Health Administration (BS) Pat Shaw
New Program Health Information Management (BS) Pat Shaw

Masters - Athletic Training Program

Program Change Master of Science in Athletic Training (MS) Matt Donahue
Course Revision MSAT - 6200 - Mental and Behavioral Health Injury and Rehabilitation Conrad Gabler
Course Revision MSAT - 6300 - Orthopedic Assessment and Diagnosis I Conrad Gabler
Course Revision MSAT - 6301 - Orthopedic Assessment and Diagnosis II Conrad Gabler
Course Revision MSAT - 6350 - Assessment and Care of General Medical Conditions Conrad Gabler
Course Revision MSAT - 6400 - Therapeutic Modalities for Musculoskeletal Injuries Conrad Gabler
Course Revision MSAT - 6401 - Innovations in Therapeutic Modalities Conrad Gabler
Course Revision MSAT - 6431 - Orthopedic Taping and Durable Medical Equipment Conrad Gabler
Course Revision MSAT - 6450 - Therapeutic Rehabilitation I Conrad Gabler
Course Revision MSAT - 6451 - Therapeutic Rehabilitation II Conrad Gabler
Course Revision MSAT - 6500 - Foundations of Athletic Training Conrad Gabler
Course Revision MSAT - 6501 - Graduate Practicum I Conrad Gabler
Course Revision MSAT - 6502 - Graduate Practicum II Conrad Gabler
Course Revision MSAT - 6503 - Graduate Practicum III Conrad Gabler
Course Revision MSAT - 6504 - Graduate Practicum IV Conrad Gabler
Course Revision MSAT - 6999 - Special Topics in Athletic Training Conrad Gabler
New Course MSAT - 6390 - Foundations of Therapeutic Interventions Conrad Gabler
New Course MSAT - 6432 - Casting and Orthotic Fabrication Conrad Gabler
New Course MSAT - 6452 - Advanced Manual Therapy Techniques Conrad Gabler
New Course MSAT - 6480 - Advanced Principles of Evidence-Based Practice Conrad Gabler

Nursing

New Course NRSG - 3440 - Coping In Your Profession Jonny Kelly

All proposals passed by UCC will be forwarded to Faculty Senate. After discussion with the library, starting next year new programs will need a notification from the library attached to their proposal indicating that library

resources are available.

3. GEIAC – Molly Sween, Chair

a. [Area Committee Policy](#)

These changes came as a result of GEIAC charges. It is proposed that GEIAC committee members that teach in an area will serve as Area Committee Chairs and form committees to review proposals on an ad hoc basis. The EC recommends that every department that carries a given attribute (e.g. CA, HU, SS) be invited to serve on the area ad hoc committee. They may not come, but they have been given the chance to weigh in.

b. [CPPM 1-3](#) - Gen Ed Renewal Process

The renewal process is labor intensive for departments and GEIAC believes that the renewal is reviewed by the wrong body. GEIAC is hoping to streamline the process to make it less cumbersome for departments and UCC. Only courses that GEIAC determines have issues will go to UCC. Departments will provide Gen Ed data biennially (at the same time as they submit program assessment data). Hopefully this minimizes the confusion of different assessment cycles. GEIAC will review the Gen Ed data and provide *formative* feedback to departments. UCC will no longer review every Gen Ed course and will be called upon only for disciplinary action regarding problematic Gen Ed courses. There is currently disagreement on how often courses need to be taught to have a Gen Ed attribute. This proposal will go to UCC for vote and then to Faculty Senate as an information item.

4. [E-Portfolio](#) – Brenda Kowalewski

Employers are requesting e-portfolios because resumes don't show the employer the evidence of experiences and skills that students have developed. This also gives an opportunity to showcase above and beyond work. There is no intention that these portfolios be mandatory but an available option for students. This can be taken with the students after they graduate. Students can also see employer information and upload their information to the employer.

a. Instructure (Canvas parent company) purchased a platform called Portfolium to replace their poor e-portfolio feature currently in Canvas. It has three features in total – an e-Portfolio, an assessment module, and a badging component that various areas of campus have expressed an interest in using. While the e-portfolio is a feature offered by our current Canvas contract, the assessment and badge features are not; therefore, institutions would need to purchase these features. Statewide contracts reduce the costs, and others in the state are looking at these products.

b. The next step that needs to be taken involves pulling a group of faculty and staff together to explore the use of e-Portfolios and Portfolium in particular.

5. SERTS Update – Brent Horn, Chair

a. The Transitions and Opportunity subcommittee of SSSC has been talking of freshman friendly courses. Curriculum may need to consider a new course designation for these courses. The current gateway courses are taken by many students and create many DFIW's.

b. The Office of Institutional Effectiveness is ramping up Starfish and starting to measure success using the course analytics. The concern which was expressed is that this information could be used against faculty members/departments, or lead to reduction of academic freedom. Rolling this out won't happen for at least 10 months. APAFT may need to look at how to ensure that academic freedom is protected in this data driven environment. With the results of the data faculty need assurance that they are getting help with a difficult course, not disciplinary action. Also chairs and deans need to learn how to support these types of assurances.

DISCUSSION: We keep hearing what faculty need to do, but it doesn't seem to be communicated to students what their responsibilities are to gain a good education. Course analytics can help look at the student individually, this helps give a student retention score. There are concerns with retention score, that it would be a self-fulfilling negative prophesy.

If collecting data on students it seems they should have access to that data, but is that positive? The EC would like to see a pilot done on a small scale before this happens on a university wide level. A negative outcome on the data which could be used 'against' faculty could lead to faculty not wanting to teach difficult classes, or faculty leaving.

- f. The Department of Education is more strictly enforcing the rules regarding federal financial aid dollars being used only to cover courses that are included in a student's program of study. Steps are being taken by Financial Aid and the Office of the Registrar to make sure that a student's program of study is correct. This may effect GEIAC and Curriculum in terms of how courses are defined in terms of the students program of study. According to Financial Aid we are still months away from having the software ready to verify programs of study.
- g. Advising plans have gone through in two colleges, SERTS is monitoring advising in colleges to see if the advising plans are being worked on.

- 6. [TLA Strategic Planning Update](#) – Colleen Packer, Chair
Mission, vision structure and organization were examined at the TLF retreat. The areas of concern that were received from reviewers about the TLF included building capacity in terms of personnel and physical space The current Teaching Learning and Assessment committee (TLA), proposes to separate into TL and A committees with separate chairs over TL and A with director ex-officio on both committees. TLF would also like to be re-named as a center. Colleen would like to take the proposal to faculty senate to get feedback.

DISCUSSION: This proposal may have to go up to Board of Regents if TLA becomes a center. The feasibility of the proposal would need to be looked at in regard to space issues. Any PPM changes would need to be proposed by TLA, Associate Provost, or EC.

- 7. ASSA PPM Changes – Michelle Paustenbaugh & Casey Neville
Curriculog [Justification](#) for Non-Curriculum (*orange section at bottom of document*)

- a. [PPM 4-1](#) Graduation Standards
This proposal clarifies GPA wording to match what appears on the transcript. The language tracking 'D' grades was removed. It clarifies that institutional GPA can be improved, but the degree GPA will not change once it is issued. New policy regarding a Post-Baccalaureate Associate Degree or Certificate was added.
- b. [PPM 4-21a.II.E](#) Awarding of Transfer Credits
This brings WSU into compliance with the state law which requires a class in American Institutions for all graduates. This will be effective for the 20-21 catalog and programs of study declared that catalog year.

All APAFT proposals will proceed to senate.

- 8. APAFT Updates - Melissa NeVille-Norton, Chair
 - a. [Faculty Workload](#) (Charge 14-info item for senate) [Work Benchmarking](#)
Information regarding workload, parental leave and sabbatical were given. APAFT believes that WSU is adequate in these areas.
 - b. [PPM 8-13](#) Maintenance of Professional File (Charge 12)
This change removes the option of a paper tenure file, they must be digital for 3rd and 6th year reviews. Need to edit first sentence of document to clarify before senate. Digital files are currently being maintained by associate deans.
 - c. Career Pathways for Instructors (Charge 8-info item) [Rank Advancement Study](#), [Peer Institutions](#), [Other Institutions](#)
Most institutions say 3-6 year for promotion, EC believe that 6 year seems correct with the name of the rank as Senior Instructor. Benchmarking shows that a salary increase should

be included with the title change. Need additional information on how many are eligible for this raise. SBBFP could move forward on this with a charge for next year.

Due to time constraints number 9-11 will move to January's agenda and the Department Name change and sabbaticals will move to senate.

9. Dean's Evaluation Survey – Madonne Miner, Melissa Neville-Norton
10. Emeritus Committee Update – Doris Geide-Stevenson
11. Utah Council of Faculty Senate Leaders Update – Doris Geide-Stevenson

12. Department of Botany name change
Curriculog [Justification](#) for Non-Curriculum (*orange section at bottom of document*)

13. Sabbatical Replacement
 - a. Senate - Russ Butler for Hugo Valle (EAST)
 - b. SBBFP – Ryan Ridge for Sarah Steimel (A&H)
 - c. GEIAC – Colin Inglefield for Kiley Spirito (Science)

Adjourned at 4:30pm