



**EXECUTIVE COMMITTEE AGENDA SETTING MEETING**

**Minutes**

Thursday, October 3, 2019  
2 pm, MA Boardroom

*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: Norm Tarbox, Hal Crimmel, Stephanie Hollist

1. Approval of the minutes from the [September 5, 2019](#) meeting as circulated

2. Curriculog [Justifications](#) for Curriculum & Non-Curriculum Agenda [EC Oct 3, 2019](#)

*The 'Justifications' has a brief summary of all curriculum and Organization/Department changes. If you want to delve farther into a proposal then click on the 'dated link' which is the Curriculog Agenda that we have been using for years.*

a. Curriculum – Gen Ed (EC info only) – Ed Hahn

Gen Ed Renewal CHF - 2400 - Family Relations Mark Adams

Gen Ed Renewal ENGL - 2230 - Introduction to Drama Hal Crimmel

Gen Ed Renewal ETC - 2001 - Engineering Culture Luke Fernandez

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

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

Gen Ed Renewal HNRS - 1110 - Introduction to Honors The Construction of Knowledge Dan Bedford

Gen Ed Renewal MATH - 2020 - Mathematics for Elementary Teachers I Cora Neal

Gen Ed Renewal PHYS - 2090 - Energy and the Environment Adam Johnston

Gen Ed Renewal POLS - 2200 - Introduction to Comparative Politics Janicke Stramer-Smith

Gen Ed Renewal THEA - 1043 - Introduction to American Musical Theatre Jenny Kokai

3. Regular Curriculum (for FS) Education

Certificate in Educational Leadership

New Program Graduate  
Louise Moulding

**Military Science**

New Course MILS - 1220 - Wilderness Survival Skills Jeong Hinton

4. Non-Curriculum (for FS)

Department of Geography, Environment and Sustainability Eric Ewert

Department of Psychological Sciences Cade Mansfield

Library Teaching & Information Services Department Shaun Adamson

These curriculum and non-curriculum proposals will be reviewed by the Senators via an agenda link, no one will present at Senate. If questions arise and no one is available to answer the questions the proposal will be removed from the vote and retained for the next month's meetings. All curriculum and non-curriculum proposals will move on to Faculty Senate.

5. TIAA Fees – Norm Tarbox  
TIAA provides Investment funds and are also the record keeper for the defined contribution retirement program. As record keeper they give the quarterly statements, on-campus advising, and do the federal compliance, which all comes with monthly fees. The current model has 10 funds contributing all the money toward the fees, the other funds have no money going toward the fee. The new model will have all funds giving an equal portion toward the fee. There is a desire to consider other record keepers sometime in the near future, perhaps this will give potential for lower fees. There will be no transaction costs for the fund reallocations happening in November.
6. Administrative Committees & Faculty Senate Representation – Norm Tarbox  
Administrative Services Committees (ASC) have faculty representatives with no term limits, and they are not regularly rotated. It was suggested that perhaps a faculty member from each committee could report to EC or an appropriate subcommittee of Faculty Senate to disseminate information from the ASC committee, or perhaps at the charges meeting a committee could be chosen to 'check-in' with each of the administrative committees.
7. Chairs Council Discussion  
Is there a way that the chairs council can connect to Faculty Senate? It is good for communication channels to be open to Faculty Senate, perhaps a chair could report to EC periodically or Tim would be happy to go to Chairs council any time. A monthly email to the Faculty Senate Chair and the Provost would be helpful. (Hal Crimmel present)
8. Archiving of Internal Agreements – Pre Promotion Salary Bump  
This document is housed on the Provost web site under Faculty Resources. The course materials agreement is under Deans Resources.
9. TOEFL Score Concerns - Concern with TOEFL scores being too low, wonder if score should be higher for the university. This concern is larger than just the score, who are our students, how can LEAP prepare them better for academics? The International Dean should be allowed to do her work, perhaps she could report to us on what is being done with these at a later time.
10. SBS Faculty Authored Course Material Concerns  
Questions have arisen regarding voting abstentions when considering faculty authored course materials, and if abstentions make it so a quorum has not voted. Options include that the dean can assign more people to the curriculum committee so there are enough people to vote. Also the thought that if a quorum is present abstention does not negate the vote (or goes along with the majority vote) was also received well by the Executive Committee. No action is being taken outside of SBS, they will deal with this. (Stephanie Hollist present)
11. Campus Outreach Events Task Force  
Law enforcement for outreach events that are held on campus has become a concern. A committee to consider how spaces are used and security needs has been formed and will be addressing this.
12. Administrative Update - Brad will give the update in October. The update will be video'd and there are plans to post it to the website.
13. USHE Higher Ed Strategic Planning Commission - This committee has been looking at the USHE structure, which is 50 years old. Various recommendations have been made to consider how to restructure the system. This is a good opportunity for WSU to tell our story as restructure is being considered. Please encourage your majors meetings representatives to go

to the majors meetings to represent our concerns.

14. [URTE Chair Nominations](#)

Recommendations were given for URTE Chair, a chair and alternate chair will be voted on at Senate

15. Board of Trustee Assignments were agreed upon for the coming year

16. Parliamentary Procedure Regarding Adjunct Representatives – They will be given the opportunity to speak as a member of Senate at the beginning of the coming Senate meeting, this will apply for the entire year.

17. Other -

- a. Newsletter – Tim has drafted an October Newsletter, it will be sent to deans, provost office and president's council.
- b. Registrar has a new program that helps students with their registration.
- c. Theatre has a new app, 'Toggle' that they are using to tracking every bit of their work,

Meeting adjourned at 4:22 pm