

Thursday, 5 November 2015
2 pm, MA211K

MINUTES
AGENDA SETTING MEETING - Draft

*****All the items to be discussed at this meeting are available on the Faculty Senate Webpage <http://www.weber.edu/facultysenate/default.html> click on 5 November 2015 meeting for the agenda and go to the item numbers for the links.**

PRESENT: Nicole Beatty, Kirk Hagen, Gary Johnson, Marek Matyjasik, Madonne Miner, Kathy Newton, Craig Oberg, Jenn Ostrowski, Doris Stevenson, and Brenda Stockberger

Excused: Chuck Wight, Carey Campbell

GUESTS: Sally Cantwell, Leigh Shaw, Laine Berghout, Stephen Francis and Cliff Nowell

1. Approve the minutes from the 8 October 2015 meeting.

MOTION Motion to approve the minutes from the 8 October 2015 with the correction noted in Discussion, by Kathy Newton.

SECOND Marek Matyjasik

OUTCOME Unanimous

DISCUSSION One correction to sentence, add planning on page 4, second paragraph, Sentence starting with The TLA Chair “is planning” to strengthen.....(is planning added)

Action Items

2. APAFT Committee – Stephen Francis, Chair

Recommended that the Tenure documents reflect the same language as Post-Tenure Documents concerning the support of the Faculty Vote on the document.

Goddard School of Business & Economics Post-Tenure Policy
College of Engineering, Applied Science and Technology - Tenure/Post-Tenure Review Policy

Motion to move both tenure documents for Goddard School of Business & Economics Post-Tenure Policy and the College of Engineering, Applied Science and Technology - Tenure/Post-Tenure Review Policy forward to Faculty Senate on 12 November 2015, by Doris Stevenson

SECOND – Gary Johnson.

OUTCOME Unanimous

Discussion on Recording of Faculty Lectures in the Classroom

An Email brought to light the ASSA discussions on the changes to the PPM 6-22 regarding the Recording of classroom lectures.

The American Association of University of Professors, (AAUP) state that documents and recording of lectures in classroom is in conjunction with Academic Freedom. Recording could be used against a professor by taking excerpts and putting them out on the internet. The recordings could possibly be used against the professor in

getting promoted or tenured. It is okay with ASSA reviewing this, but should APAFT also look at any changes to recording of lectures policies before it goes to the Faculty Senate?

This is also an Academic Freedom and Tenure issue not just an ASSA issue. Other issues are privacy. Students want to record them for study groups. Students don't always read the Student Handbook so they don't know what the procedures are unless the professor tells them.

Should Eric Amsel be consulted on this issue as well since he has been tasked with PPM 6-22 rewrite? Should he come to an APAFT meeting to see what direction the policy is going.

What about Becky Marchant coming to the APAFT meeting? She would have a lot of background on the ASSA part of this.

ACTION Invite Eric Amsel and Becky Marchant to the next APAFT meeting to discuss the issues on recording lectures in the classroom. APAFT to review changes that ASSA and Student Senate would make to the policy.

3. University Curriculum Committee – Sally Cantwell, Chair

See Curriculog Agenda for Curriculum to be reviewed. Go to 5 November 15 Agenda for list of Proposals. If you need instructions on how to access Curriculog, please contact Brenda, 6233

EAST

Engineering Technology– Kirk Hagen
Program Change Proposal - Prefix
Electrical Engineering Program

Engineering Technology – Fred Chiou
New Program Proposal
Solar Photovoltaic Systems ~~Institutional~~ Certificate of Proficiency
New Course Proposals
EET 2180 Solar PV Systems
EET 2190 Solar PV Technical Assessment
EET 3180 Advanced Solar PV Systems

GODDARD SCHOOL of BUSINESS & ECONOMICS

School of Accounting & Taxation – Therese Grijalva
Program Change Proposal
Bachelor of Science in Business & Economics

SCIENCE

Developmental Mathematics - Kathryn Van Wagoner
New Course Proposal
MATH 0970 Pathway to Contemporary Mathematics

Zoology Department– Brian Chung

New Course Proposal
ZOOL 3099 Teaching the Human Anatomy Laboratory
ZOOL 3100 Advanced Human Anatomy

HEALTH PROFESSIONS

Emergency Care & Rescue Department – Jeff Grunow and Bill Robertson
New Program Proposal
Bachelor's Degree in Emergency Healthcare Services
New Course Proposals
PAR3130 Mobile Integrated Healthcare
PAR4130 Capstone Seminar in Emergency Medicine Research

EDUCATION

Health Promotion and Human Performance – Chad Smith

General Education Social Science Course Proposal – On hold til receive a letter of support from Sociology and Anthropology

PEP2700 Sociohistorical Aspects of Sport

Course Revision Proposal (Adding the SS designation to the course)

PEP2700 Sociohistorical Aspects of Sport

Note - Support Documentation to be submitted for PEP2700 by Sociology and Anthropology before this can go to Faculty Senate.

MOTION Move to forward Curriculum as a package to Faculty Senate by Craig Oberg.

OUTCOME Unanimous

4. General Education, Improvement, and Assessment Committee - Leigh Shaw, Chair

Computer Literacy Center (CLC) Proposal (This has the support of GEIAC)

Purpose: *To ensure all students achieve the computational literacy necessary to succeed in university coursework, academic research, and the workplace of the future.*

Overview: The ongoing, rapid evolution in computer devices and applications requires university instruction in the area of computer literacy to be especially responsive to meet the needs of students and faculty. The proposed Computer Literacy Center (CLC) will serve the following members of the Weber State University (WSU) community:

Students: Entering and continuing WSU students possess widely varying levels of experience and knowledge about computer applications and operation. Both non-traditional students and those students caught on the wrong side of the “digital divide” are confronted with software technology challenges at the very beginning of their university careers. The CLC is intended to support students from all backgrounds to attain levels of computer competency appropriate to their specific academic needs. The CLC will also offer instructional support on advanced topics to prepare students for upper division courses and research investigations.

Faculty: Courses offered by various university departments and programs require students to demonstrate specific computer application skillsets. In almost all cases, this pre-requisite knowledge is a vital and necessary condition for student success in the course. If students are not adequately prepared, the faculty is often tasked with finding ways to assist the student in becoming current with the required technology. The CLC represents a key resource to ensure student competency in computer applications specifically defined by faculty to support courses instructed by faculty.

Operation: The CLC will welcome all students and offer instructional support related to computer literacy. The CLC will manage the production and catalog of online, interactive short-courses hosted primarily by the university Canvas LMS, which ensures that students will have a consistent educational experience. University faculty will be the principal subject matter experts for these customized Canvas courses. Both online and tutorial instruction will be responsive and targeted to the specific needs of the student and faculty course requirements. The CLC will manage assessment and certification records of student competencies, and will continue to offer current computer literacy courses NTM 1700/NTM 1701-3 and exams NTM 1501-4. Tutorial support will be provided primarily by university students. Initially, the CLC will have a full-time dedicated staff member to administer center operations.

Location: As part of the School of Computing in the College of Engineering, Applied Science & Technology (EAST), the CLC will be located on the third floor of Elizabeth Hall (Room EH 311).

DISCUSSION Brian Rague came up with a solution to the evolving issue of Computer Literacy in serving the students of Weber State University. This center will be a means of providing instruction and computer literacy for students that will be more open to changing technologies. The long-term goal would be to pull the Computer Literacy requirement from General Education. This would be a way to provide support to the students that would need the competency in particular computer programs. Existing courses will continue to be taught to students that

need them. This Center will assist students and faculty in getting students prepared in the technology that they need to be successful in their courses. Going forward, the Computer Literacy requirement may be removed from the General Education requirements in the future. The Center will be supported by university students in Computer Science.

ACTION: The Proposal was given a vote of support from the Executive Committee and moved forward to Faculty Senate as an Information Item.

5. Salary, Benefits, Budget and Fiscal Planning Committee – Laine Berghout, Chair

To: President Wight, Provost Miner, Faculty Senate Executive Committee
From: Laine Berghout, Chair - Salary, Benefits, Budget, and Financial Planning Committee
Date: Fall 2015
Subject: 2015 revised guidelines for implementing the Performance Compensation Plan

The proposed Performance Compensation Plan states:

Once every five or more years, faculty holding the rank of professor may elect to apply for a \$5000 increase in base salary by demonstrating that their teaching, scholarship, and service activities during the previous five years meet or exceed current university standards for promotion from associate professor to professor. This base salary increase may be awarded twice during a professor's career at Weber State University.

The proposed 2015-16 guidelines for this plan are:

1. All tenured faculty who are in at least their fifth year at the rank of professor and who have not undergone a successful Performance Compensation Plan review for at least five years will be eligible to apply. Tenured faculty may be awarded this salary increase a maximum of two times during their careers at Weber State University. (For the 2015-16 academic year, only those tenured faculty members who have held the rank of professor for ten academic years or more will be eligible to apply.)
2. Criteria for earning the Performance Compensation Plan salary increase will mirror university requirements for promotion from associate professor to professor. Application will consist of a completed Performance Compensation application form, not to exceed five pages, reflecting the applicant's professional achievements in the areas of teaching, scholarship, and service during the five-year period immediately preceding the application.
3. Applications to be considered for a Performance Compensation Plan salary increase will be due to the applicant's department chair by the Monday following the Thanksgiving Holiday weekend (November 30, 2015 this year), with the pay increase for successful applicants to take effect the beginning of the next fiscal year.
4. The applicant's chair and dean will review the application and each of them will make a recommendation to the provost. The provost will make the final determination of award. In the event of a conflict of interest such as application for the salary increase by a department chair or a relation of the department chair, the dean shall request that the chair of the college Ranking Tenure Evaluation Committee (if the chair is a member of that college) or another member of the college Ranking Tenure Evaluation Committee from that college (if the chair is not a member of the college) review the application and make a recommendation to the provost regarding the application.
5. Financial support of the Performance Compensation Plan salary increase will be from money specifically intended to fund the Plan. It will not be drawn from funds obtained to address annual cost-of-living increases, equity adjustments, or merit increases. The Provost's Office will keep records of those individuals who have received Performance Compensation funds. When these individuals retire, the funds associated with Performance Compensation (\$5,000 for each instance of funds awards, up to a total of \$10,000) will not remain in their home colleges' budget lines, but instead, will return to the Provost's Office, to be used to continue funding the program.
6. Because funding is likely to vary from year to year and total funds available to support the Performance Compensation Plan in a particular year cannot be anticipated before applications are due, the number of faculty that receive a performance salary increase in a given year will be limited to no more than the number whose applications can be fully funded. As is true of all university-funded programming, in case of financial exigency, this program may need to be suspended.

DISCUSSION Some additions were made to the guidelines for this year. Faculty may apply for this compensation a maximum of two times when eligible. Deadline was changed to Fall Semester instead of Spring due to the large number of promotions in the spring. #5 – Making sure that the funding is continued for future awards. #6 – the reference to a lottery was removed. #4 – Concern when a Chair is eligible for this program and who would review that application. Who would be tasked to review applications on a Department Chair? SBBFP Committee recommendation was to have the Chair of the College Ranking & Tenure Committee would be the person that provides the review on Department Chairs. Goal is to get this into policy.

ACTION: Move PCP guidelines forward to Faculty Senate for approval.

6. Faculty Board of Review Committee – Craig Oberg, Chair

Selection of new member and Committee Chair due to Kathy Edwards Retirement in December.

Bring recommendation for new member from the College of Arts & Humanities. Must be a Full Professor.

John Schwiebert, English, was recommended but not approved at this meeting. A suggestion was made to ask Carey Campbell to make a recommendation.

7. Other Items

Internationalization of Weber State University – Cliff Nowell, Dean of International Programs

Internationalization Goals:

Teaching and Learning – WSU provides educational opportunities and co-curricular activities to produce graduates who are globally competent citizens.

Professional Development – WSU provides opportunities for faculty and staff to develop and share their global expertise.

Community – WSU engages the local community and provides opportunities to enhance global awareness through cultural, educational, and experiential activities.

DISCUSSION - We have set out some internationalization goals to come up with a type of Strategic Plan for Internationalization. Want to try to measure where we currently are in the university in relation to the goals and then come up with some type of plan of what would it take to achieve these goals at a level specified by the committee. Bring that as an information item to the faculty Senate, to bring it to the Deans as the beginning of a discussion of how the university wants to approach internationalization. Jessica Oyler has agreed to help in doing some assessment once we get some inputs, outputs and outcomes listed to determine where we are. Based on where we are the committee will get together and make some proposals. This is the first step and want to keep you informed on what is being done. Currently, there are study abroad and exchange programs. We have international students on campus. We don't have any courses that relate to international subject matter. There is no university related support for faculty.

ACTION – Wait for the document to gather more data. There will be opportunities to come back to Executive Committee to see where the goals are progressing.

PPM 3-25 Sabbatical Leave Policy – Craig Oberg, Chair

Should the policy be updated to include the location of the application for sabbatical? Currently it is hard to locate. No mention of where it is located is in the policy document. Should a committee be charged with this request? What about putting a link there.

ACTION: No other action recommended. Suggestion made to put a link in the policy to where the application is located.

Charge 9. Recommendation from the Provost that we develop of a 5-year Strategic Plan that would address the following components:

- Avoid duplication with computer support systems/personnel (ex, we have central support in Lampros and also IT support in some Colleges)
- Coordination of resources so that faculty know what is available and who to go to for what issue
 - Example: I have an issue with my office computer – do I call x7777 or contact my College IT person?
 - Example: who do I call for immediate support if there is an issue with a classroom computer?
- Work towards making computer set-up the same in every classroom at the University so that faculty can feel comfortable/confident in their ability to give a presentation in any classroom if necessary (Executive Committee recognizes this is difficult because the Colleges are responsible for their own classroom technology budgets, and in some cases the University funds classroom technology)

Met with Bruce Davis and Bret Ellis at the beginning of the semester and went over Charge 9 for ARCC to develop a Strategic Plan for IT. No further action has been taken. Drew Weidman, Chair, ARCC, is under the impression that this charge has been completed unless he hears something else from them. Recommended that Jenn Ostrowski and Drew Weidman contact Provost Miner and see what she wants to do going forward with this charge. There needs to be some follow up. The disconnect with ARCC and IT needs to be fixed. IT creates PPM that affects faculty. Any items coming from IT need to be vetted by ARCC. What are students using for their computer needs? Are students using their own equipment or the universities? Do they need printing capabilities more than computer needs? Are computers being replaced to keep up with technology changes? This is an important issue to keep on top of.

ACTION: Recommended that Jenn Ostrowski and Drew Weidman contact Provost Miner and see what she wants to do going forward with this charge.

Program Discontinuance Information - Athletic Training BS Discontinuance Proposal – Jenn Ostrowski

Athletic Training BS Discontinuance Program - Procedure to follow. There is no separation on if all agree that the program should be discontinued. Verify the data and that everyone supports that the program be discontinued. All the data is contained in the proposal in Curriculog. Unless there is any objection by the Faculty Senate body that this discontinuance will continue the process.

Notify the Provost, President and Faculty Senate.

Request a charge to update PPM 1-14a Program Modification or Discontinuance Review Procedure for next year with the CRAO department.

MOTION Motion to move forward to Faculty Senate when notifications are completed by Marek Matyjasik.

SECOND Nicole Beatty

OUTCOME Unanimous

Weapons on Campus – Craig Oberg, Chair

Faculty Senate Chairs within the state get together and discuss issues. The feeling is that there are some concerns about guns on campus. The policy on campus is that if they have a Concealed Weapons Permit and the gun is completely concealed then the police do not do anything. The University does not allow open carry on this campus. The issue is not concealed weapons, but those that bring weapons to do harm and damage. Campus Police is okay where we are at without the open carry. It would be helpful to ramp up counseling and observing students that may have problems.

Meeting adjourned at 3:10 pm.

Next Faculty Senate Meeting: Thursday, 12 November 15, 3 PM, Smith Lecture Hall, WB206-207

Next Executive Committee Meeting: Thursday, 3 December 15, 2 pm, MA211K