

Thursday, 8 October 2015
 2 pm, MA211K

MINUTES
AGENDA SETTING MEETING - APPROVED

*****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 8 October 2015 meeting for the agenda and go to the item numbers for the links.**

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

GUESTS: Sally Cantwell and Melina Alexander

1. Approve the minutes from the 10 September 2015 meeting.

MOTION Motion to approve the minutes from the 10 September 2015 meeting by Marek Matyjasik.
 SECOND Jenn Ostrowski
 OUTCOME Unanimous

DISCUSSION No discussion

Action Items

2. Apportionment 2015-16 CRAO Committee – Melina Alexander, Chair

College	Faculty 2015-16	Raw Seats	Base Seats	Added Seats	15-16
EAST	62	4.7	4	1	5
A & H	104	7.9	7	1	8
LIB	9	0.6	1	0	1
B & E	47	3.6	3	0	3
ED	50	3.8	3	1	4
HP	85	6.5	6	0	6
SCI	770	5.8	5	1	6
SBS	75	5.7	5	1	6
Total	509	38.6	34	5	39

Using the Hamiltonian Method, the apportionment is 39 seats for the Faculty Senate. There were slight changes to the number of faculty this year.

Move the CRAO apportionment information to the Faculty Senate.

3. Curriculum – Sally Cantwell, Chair, University Curriculum Committee

Curriculog update – Being well accepted by faculty with minor problems. We have been very busy with assisting faculty in getting their proposals submitted and into the approval process. We have created tutorials to assist faculty in learning how Curriculog works. Updated the forms to get the required information for the changes being made.

Program Discontinuance Proposal – Due to policy, the procedure should be trackable. Sally Cantwell created a proposal for Program Discontinuance. This would keep communication the same whoever is the Chair of Senate or Curriculum Committee. The changes would be trackable.

It has been a lot of work to get the system in place, but overall it will be a positive thing. Sally has made 13 tutorials on Curriculog. As more faculty use the system and get familiar with it, they can help with training and instruction on Curriculog. We are training by request at this time.

(The following proposals were submitted after the last Curriculum meeting last spring/before Curriculog and they are in paper format)

Science

Zoology

New Course Proposal & syllabus

ZOOL4820 Human Physiology Laboratory Teaching Assistant - Nicole Berthelemy

Education

Teacher Education

~~New~~ Program Change Proposal (Typo Correction)

MED Special Education Licensure Track – David Byrd

New Course Proposals & Syllabi

MED6515 Foundations in Special Education: Law & Practice

MED6565 Advanced Instructional Methods and Practices: English Language Arts

MED6575 Advanced Instructional Methods and Practices: Mathematics

MED6890 Student Teaching in Special Education for MED Students

Motion to move the proposals as listed to the Faculty Senate by Carey Campbell.

SECOND Gary Johnson

OUTCOME Unanimous

Discussion No problems with the proposals.

5. PPM 4-16 Textbook Policy – Marek Matyjasik, Vice Chair Faculty Senate
Finalize the members to the Textbook Policy Ad-Hoc Committee and select a chair.

Recommendations for the committee are to ask members from the Bookstore, and three Faculty Senate Committees (ASSA, APAFT, and TLA) and Student Senators. Have received responses from two committees so far – APAFT & TLA. No response from ASSA yet. Have names of five, so far – Tony Assay TLA, Russell Burrows, Stephen Francis, APAFT, Hugo Valle, TLA, Bruce Bowen, Associate Provost

Need to assign a Chair for the committee – Recommendation to ask Russell Burrows if he would chair the committee.

Expecting responses back from individuals by next week.

6. University Ranking & Tenure Committee 2015-16
Committee Chair Recommendations

John Sohl and Greg Lewis were nominated. John Sohl to be asked first, if he cannot serve, then Greg Lewis as the next choice.

7. Committee Changes
Honorary Degree – Joe Horvat, S&BS added

An extra faculty member was needed on the committee. This will be confirmed at Faculty Senate in October.

8. Other Items

Marek Matyjasik presented a Faculty Report to the WSU Board of Trustees on October 6. He summarized results of the Faculty Senate Retreat Survey which indicated that a vast majority of the retreat participants expressed their interest in additional training and using additional resources in order to improve retention rates and graduation rates in their programs.

Survey Taken at Faculty Senate Retreat (11 August 2015)

From recent legislative actions, it appears that a growing portion of the WSU budget will depend on performance based measures, such as how effective we are in helping our students graduate within 6-years. The six-year graduation rate is a national metric and at WSU, this has recently declined from 42% to 36%. It also appears unlikely that the legislature would be providing much in the way of additional resources to help institutions attain better performance.

Given this scenario, would you:

1. Take advantage of opportunities that provide training or access to resources that would inform you of best practices and also help you to adopt more effective learning and teaching strategies?
2. Take advantage of opportunities that provide training or access to resources that could help you to improve the retention and success of students in your classes while maintaining your teaching standards?
3. If your answer for question 1 is yes, what form of additional resources would you recommend?

Some of the suggestions on Question 1 were: Workshops, Training Tracker courses, webinars, Departmental meetings, Faculty Presentations, curricular resources. Connect to students outside the classroom, Faculty super mentors that could demonstrate their successful practices with other faculty members.

4. If your answer for question 2 is yes, what form of additional resources would you recommend?

Some of the suggestions on Question 2 were: Have a feedback mechanism that identifies issues early. Consider requiring First Year Experience.

Results:

88% of respondents answered yes to question #1 and 100 of respondents answered yes to question #2.

The ASSA and TLA committees both have charges to recommend ways to increase the 6 year graduation rate and student retention. It would be interesting to hear what can be coordinated between these committees and gather resources to assist faculty with this task.

Discussion - How would this process be strengthened or made more effective? Administration and Faculty Senate can establish ways to improve our performance. We know that our work is going to be evaluated. A suggestion was made to designate three committees to provide some members to look at this issue.

There are concerns that they are not trained well enough to understand and improve retention rates and graduation rates. Is there something we should be doing in our classes or are we well trained enough about all of the research based teaching and learning strategies? There is a lot of experiences, but colleges don't talk to each other.

It is easy for faculty to know where they can go what type of help they can get to have a database of available strategies that exist on campus or outside of campus have people that can share their experiences across colleges.

TLA talks about this a lot. It is part of their Charges. The TLA Chair is planning to strengthen the scholarship of teaching and learning. She was asking about who has experience on this and starting a discussion on it. There is a lot of expertise that we have on campus. ASSA was tasked to come up with recommendations to increase graduation rates and student retention. It could be helpful to have an ad-hoc committee to coordinate between the committees. We don't want to be redundant and duplicate the effort that committees are working on.

Is there a place on a website that faculty could share information on how they working on this issue and have it available to faculty.

TLA has been working on having more focus with their workshops. Interest in the workshops have declined in the past. There must be a way to get faculty to attend them. Faculty will be getting younger in the next five years. They need the experiences of older faculty and the mentoring, and a place to go for information. Workshops have been designed for new faculty at the present.

Performance funding there may be a better place to

Faculty are not having a participatory role in this issue. They aren't going to buy in if they are not involved in it. Talk with the Provost and with Vice President of Student Affairs, make sure there is faculty involvement. Craig Oberg suggested that the Faculty Senate Executive Committee to be sure that faculty are represented and have every opportunity to give input on how to spend the performance money. What are your ideas on where to allocate this money. That way the faculty will have some buy in.

This committee could possibly be under administration with faculty involvement. Has anyone done an needs assessment on why students aren't graduating? What is the reason students don't finish their program of study. We have a data specialist who is doing research into why and when do students leave. Are there particular demographics that would tell us this student is more likely to drop out than another student? The ground work is being done to find out what the trends are.

Think about incentives to get people to attend the workshop. Faculty to make a better effort to meet with students and advise them more often.

It was recommended that Colleen Packer, Chair of TLA and Becky Marchant, Chair of ASSA and invite them to the next Executive Committee. Marek to send an invitation and explanation of how their committees can help with improving Graduation Rates and Student Retention. The more the faculty learn about this the more involved they will get.

Meeting adjourned at 3:10 pm.

Faculty Senate Meeting: Thursday, 15 October 15, 3 PM, Smith Lecture Hall, WB206-207

Program Review Meeting: Thursday, 22 & 29 October, 2 PM, Location: Betty Lampros Board Room, Miller Building