

Thursday, 3 March 2016
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 3 March 2016 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, and Brenda Stockberger

EXCUSED: Chuck Wight

GUESTS: Sally Cantwell, Russell Burrows, Melina Alexander, Stephen Francis, Cliff Nowell

1. Approve the minutes from the 11 February 2016 meeting.

MOTION Approve the minutes from the 11 February 2016 meeting by Kathy Newton.
SECOND Nicole Beatty
OUTCOME Unanimous

DISCUSSION No Discussion.

2. Appointment, Promotion, Academic Freedom and Tenure – Stephen Francis, Chair
Recommendation on PPM 8-11 Evaluation of Faculty Members, Section III. Tenure Review, added to Subsection D. as follows:

Academic Units that wish to change these documents shall submit their documents in writing to their Tenure-Track and Tenured faculty for comments and a vote. The outcome of the vote shall be reported to the faculty and the Academic Units and shall accompany the documents throughout the approval process.

This is the same language that was put into the Post-Tenure Section so both sections have the same procedure. Additional requests that were sent from the Provost, will be given to APAFT for Charges next year.

MOTION Motion to move forward to Faculty Senate the recommendation on PPM 8-11 Evaluation of Faculty Members, Section III. Tenure Review, added to Subsection D from APAFT Committee by Kirk Hagen.
SECOND Doris Stevenson
OUTCOME Unanimous

3. University Curriculum Committee – Sally Cantwell, Chair

See 3 March 16 Executive Comm Agenda in Curriculog for Curriculum to be reviewed. If you need instructions on how to access Curriculog, please contact Brenda, 6233

MOTION Motion to move the curriculum listed below as a package to Faculty Senate by Jenn Ostrowski.
SECOND Marek Matyjasik
OUTCOME Unanimous

DISCUSSION

No problems with any of the proposals. Interdisciplinary program has a lack of structure that involves crosslisting of curriculum. A proposal has to be owned by a department and we are getting requests for Interdisciplinary College based program and we have no choice but to cross list them. See the Arts & Humanities Leadership

Lecture Series. They had to be created in different disciplines so that each area would be covered. Anytime you bring a required course through you have to have the program change also. How will it look in the catalog? How does Banner handle it? They are the same class with a different prefix.

DIGARC Conference was this past week. There were ideas and suggestions on Training and found that we have been quite successful in implementing Curriculog. Sally will stay on as help and training support next Fall.

Please Note: There are some proposals that cannot be linked to the Curriculog Agenda – These are designated with an asterisk (*)

ARTS AND HUMANITIES

New Course proposals – Becky Jo Gesteland

ART4801 Arts & Humanities Leadership lecture Series
COMM4801 Arts & Humanities Leadership lecture Series
DANC4801 Arts & Humanities Leadership lecture Series
ENGL4801 Arts & Humanities Leadership lecture Series
FL4801 Arts & Humanities Leadership lecture Series
MUSC4801 Arts & Humanities Leadership lecture Series
THEA4801 Arts & Humanities Leadership lecture Series

Visual Arts – K Stevenson

Program Change Proposal

Art (BFA) 2D Emphasis

New Course Proposal

ART3530 Art Methods and Resources for Elementary Art Teachers K-6

BUSINESS & ECONOMICS

Program Change – Wendy Fox-Kirk

Business Administration for Non-Business Majors, Minor

BUSINESS & ECONOMICS

Business Administration – Randall Boyle

Program Change Proposal

Information Systems & Technologies (AS)

Information Systems & Technologies (BIS)

Information Systems & Technologies (BS)

Information Systems & Technologies Minor

EDUCATION

Child & Family Studies – Mark S. Adams

Program Change

Family Studies

New Course Proposal - Mark S. Adams

CHF3400 Development in Middle Adulthood

HEALTH PROFESSIONS

Health Admin Services – Miland Palmer/Pat Shaw

New Program

Bachelors of Public Health

New Course Proposals

HAS3700 Public Health Finance

HAS4500 Grant Writing

HAS4700 Public Health Capstone

HIM3210 Advanced Epidemiology & Population Health

HIM3550 Health Care Data Analytics

SOCIAL & BEHAVIORAL SCIENCES

History – Susan Matt

Program Changes

History BA

History Teaching BA

New Course Proposal – Susan Matt

HIST2000 Introduction to the Craft of History

Criminal Justice – Brent Horn

Course Revision Proposals

*CJ1070 Law Enforcement/Corrections Academy Part I

*CJ1080 Law Enforcement/Corrections Academy Part II

SCIENCE

Chemistry – Laine Berghout

Course Revision Proposal

*CHEM1210 Principles of Chemistry 1

*CHEM1220 Principles of Chemistry 2

*CHEM3070 Biochemistry I

CHEM3075 Biochemistry I Lab

Zoology – Christopher Hoagstrom and Michele Skopec

General Education LS Course proposal

ZOOL1110 Principles of Zoology

Course Revision Proposal

*ZOOL1110 Principles of Zoology

General Education LS Course proposal

ZOOL2200 Human Physiology

Course Revision Proposal

*ZOOL2200 Human Physiology

>>End of Proposals<<

4. Constitutional Review, Apportionment and Organization – Melina Alexander, Chair

Update to PPM 1-18 Department Chairs - Feedback from Department Chairs and Deans.

DISCUSSION

Response to the update from Department Chairs. There were 17 yes responses and 5 no responses. Those not responding were not counted. Sixty emails were sent out. Most of the no responses objected to not being included in the early stages of reviewing the policy. The request to review this policy did come from the Chairs Retreat Last fall.

The statement “perform other such duties deemed necessary” is too vague. Give some concrete suggestions and options to work with.

The Executive Committee is asking to send this out again.

ACTION Recommend to send back to committee with the suggestions from Executive Committee. Send it out to be vetted again. This may not come before the Executive Committee convenes again. Possibly will wait until fall to bring this back.

5. PPM 4-16 Textbooks Update – Russell Burrows, Ad Hoc Committee Chair
See the Faculty Senate Webpage for the document, Item 5.

DISCUSSION The Textbook Ad hoc Committee has met three times. There are 16 members of the committee with representation from virtually all parts of campus. This is the most recent version of the recommended changes to the policy.

The title of the policy was changed from “Textbooks” to “Course Materials”. The policy hasn’t been updated since 1979, so the majority of the policy has been updated. The Definition was updated to include the many types of material used in the classroom.

A recommendation was made to change Section II POLICIES, Subsection B to read as follows:

B. Faculty shall make their assigned “required” course materials indispensable to the students’ successful class work. Another change would be on the word indispensable, to see if another word better explains.

This standardizes the language to match the syllabus when referring to whether the text book is required or recommended by faculty.

Subsection F. Recommend removing the specific dates of when the textbooks are due so that if they do change, the policy will not have to be updated. Faculty will notify the bookstore of their course material requests according to the dates scheduled by the bookstore.

Subsection G. Recommendation was made to remove the word “Teach”

Questions on this section: What if the Chair is the author of the textbook? Who would replace them on the committee? How often would the committee meet? What if the profits are donated back to the university? Refers to individual profit only? There is a royalty on a textbook that goes to the department. So would that not fall into this section?

Include a stronger sentence on faculty being mindful of course material expenses for students. Needs more Faculty will be cognizant of the expense of course materials so that it isn’t a burden on the student.

Some departments require faculty to use the same book for every section taught other departments allow faculty to have a different book for each section.

PPM 4-16a Written Publications by Faculty

Recommendations (for full document, go to the Faculty Senate Webpage, Item 5)

Changed the title of the policy to “Publications of Course Materials by Faculty for Students”. Most of this policy was heavily rewritten. Review further and make recommendations.

PPM 5-5 Tuition, Student Fees and Course Fees

Section D Course Fees, Subsection 1.1 Policy, Changed ‘that’ to ‘than’, changed ‘a period’ to ‘a periods’. Added sentence after ...maintenance. “Course fees assessed for e-tests may also be used to pay the primary author(s) royalties and to benefit students participating in specific events associated with that course.”

ACTION – Take the policies back to the committee with the recommendations from Executive Committee.

Executive Committee to review the policies further and make notes and send to Russell Burrows. Look at other university policies (UU, UVU, USU) on Textbooks, possibly adopt language to insert into this policy.

6. Faculty Governance Award Nominations - Selection of Nominee
(Submissions to be sent out on separate emails.)

Sally is very deserving of this award. She has implemented Curriculog very well and served as University Curriculum Chair. Has the ability to transcend faculty, staff and IT and bring it all together and make it work.

Craig has also made a lot of critical decisions and has put an enormous amount of time in as Faculty Senate Chair. He is also deserving of the award.

ACTION Executive Committee unanimously selected Sally Cantwell and Craig Oberg to be recipients of the Faculty Governance Award.

MOTION Motion to select Sally Cantwell and Craig Oberg as recipients of the Faculty Governance Award by Gary Johnson.

SECOND Kathy Newton

OUTCOME Unanimous

7. Other Items –

Internationalization of Weber State - Update – Cliff Nowell, Dean, Office of International Programs
Would like the opportunity to tell the Faculty Senate about this information. See what their feedback is about it.

MOTION Motion to move this item forward as an information item to the Faculty Senate by Carey Campbell.

SECOND Kathy

OUTCOME Unanimous

PPM-8-6 Faculty Appointments – Craig Oberg, Chair

What is the follow-up on Faculty Appointments? Specifically, Deans changing the qualifications of hiring qualifications and the department not agreeing with the qualifications that have changed. There should be a place in the policy for adjudication or appeal in this situation. If the negotiation is unsatisfactory to either party, then they have the opportunity to go to the Provost to help them work it out.

ACTION Craig Oberg will craft the sentence to add to this policy. This will be an Action Item at Faculty Senate on 17 March 16.

MOTION Motion to make a change to PPM 8-6 Faculty Appointments, to include when there is a disagreement in the position qualifications, then there is reason to have negotiations with the Provost by Craig Oberg.

SECOND Gary Johnson

OUTCOME Unanimous

Meeting Completed at 3:40 pm

Faculty Senate Chair and Vice Chair will be elected at Faculty Senate on Thursday, 17 March 16.

Have a great Spring Break

Faculty Senate Meeting: Thursday, 17 March 2016, 3 PM, Smith Lecture Hall, WB206-207

Please send in items from your Committee that need to be reviewed by the Faculty Senate in April.
This is the final meeting until next Fall.

Next Executive Committee Meeting: Thursday, 7 April 2016, 2 pm, MA211K

APRIL Faculty Senate Meeting: Thursday, 14 April 2016, 3pm, Smith Lecture Hall, WB206-207