

Thursday, 11 February 2016  
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 11 February 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, James Turner for Doris Stevenson, Chuck Wight and Brenda Stockberger

GUESTS: Stephanie Hollist, Becky Marchant, Stephen Francis, and Leigh Shaw

Excused: Doris Stevenson

1. Approve the minutes from the 14 January 2016 meeting.

MOTION Motion to approve the minutes from the 14 January 2016 meeting by Gary Johnson.  
SECOND Kathy Newton  
OUTCOME Unanimous

DISCUSSION None

2. Constitution Review, Apportionment and Organization (CRAO) – Melina Alexander, Chair  
CRAO Charge 6 - PPM 1-18 Department Chairs – Recommendation on update to the policy.

DISCUSSION:

Is there anything in the old version that isn't in the new version? Has been wordsmithed, nothing was deleted specifically. Wording was changed. There are new responsibilities in the recommendation. Most of the new wording is in Section IV. Responsibility to the Community Section. Wanted to make sure that it was delineated that Department Chairs not only have to report to the Dean, but they also have to be responsible for communicating with the community who we are what we do and what that looks like. The committee thought that it was important to include Community Engaged Learning in the policy. This is the main area that we added extra information. Added the statement to each section "Perform other such duties deemed necessary and assigned by the dean of the college". Made the policy look better by creating specific sections and what duties were related to that section. See the recommendation to the policy below.

#### **POLICY 1-18 Department Chairs – Recommendation by CRAO Committee**

The department chair, in conjunction with program coordinators where appropriate, shall be the responsible administrator for the governance, supervision, and fiscal operation of the academic unit. The chair will provide academic leadership, vision, and strategic planning for the department and shall be directly responsible to the dean. Upon recommendation of the dean and the provost, the chair shall be appointed for one-, two-, or three-year terms by the president of the university. The standard appointment shall be for three years. Duties of the department chair are outlined below.

##### **I. Academic Leadership Responsibilities:**

1. Oversee the recruitment, hiring, ongoing professional development, and regular evaluation of staff and adjunct faculty, contract faculty, and tenure-track faculty.
2. Prepare the department budget request, developed in discussion with the department faculty.
3. Foster good teaching within the department.
4. Encourage faculty to be involved in scholarly activities.
5. Promote faculty involvement in service to the institution and/or profession.
6. Assist regular and adjunct faculty in their professional development.
7. Oversee and manage the department's curriculum, courses, programs, and assessment.
8. Model ethical behavior as outlined in PPM 9-3.

9. Perform other such duties deemed necessary.

II. Responsibilities to the Dean:

1. Recommend to, or consult with, the dean on personnel issues, including appointments or changes in appointments, merit salary increases, leaves of absence or sabbaticals, dismissals, retirements or other matters affecting personnel of the department.
2. Convey to the dean pertinent recommendations of the department.
3. Prepare and file reports of departmental activities with the dean as requested.
4. Perform other such duties assigned by the dean of the college.

III. Responsibilities to the Department:

1. Sit on the department Ranking and Tenure Evaluation Committee
2. Evaluate faculty and staff as per all applicable departmental, college, and university policies (see PPM 3-62, 8-11, and 8-12).
3. Schedule all full-time and adjunct faculty members for teaching assignments and laboratory duties in conjunction with Continuing Education and the Davis Campus and other satellite locations when appropriate.
4. Maintain a file of the syllabi for each course taught in the department.
5. Make department committee and individual assignments, including student advising as appropriate, for department faculty and staff.
6. Prudently manage the funds allocated to the department.
7. Hold regularly scheduled department meetings and forward a copy of the recorded minutes to the dean.
8. Oversee the accreditation and program review processes when they occur.
9. Perform other such duties deemed necessary.

IV. Responsibilities to Community:

1. Represent the department to community organizations.
2. Collaborate with entities and organizations to promote Community Engaged Learning.
3. Coordinate department outreach efforts, including program promotion and recruitment.
4. Perform other such duties deemed necessary.

MOTION      Motion to move PPM -18 Department Chairs forward to Faculty Senate by Kirk Hagen.  
SECOND      Carey Campbell  
OUTCOME     Unanimous

ACTION – Move the policy forward to Faculty Senate Meeting on 18 February 2016.

3. GEIAC, Charge 5 - General Education Requirements – Leigh Shaw, Chair  
Position Paper Reduction of General Education Credit Hours – **Please see 11 Feb 2016 Executive Committee Agenda on the Faculty Senate Webpage for this document.**

Discussion - Craig Oberg originated the document as a summary of what has been going on at the Gen Ed Committee discussions for a few years. The charges of the Gen Ed Committee are not only to assess Gen Ed, but to improve General Education. Part of that is related to discussions on learning outcomes which are connected to the proposal. This was getting down on paper a lot of what has been discussed so that others can have input. Gen Ed impacts everyone across campus. There is a lot of invested interest here and the committee doesn't want to have the perception that things are happening behind closed doors. Anybody can come to Gen Ed meetings. There are minutes and agendas that are shared with the Faculty Senate Office. We want everyone to feel they have a voice and understands what is going on.

Questions – One issue has been with the number of credit hours in WSU Gen Ed program. It isn't uncommon for a student to be well over 40 hours trying to complete general education. What we were looking at is to trim some credits in the Core and the Breadth. This will allow for the student to take an Exploration course. The removal of

Computer Literacy is getting closer, possibly next year. This will trim down credits as well. There are discussions about trying to re envision what Diversity is. The Diversity Area Committee is discussing this issue. This is an opportunity to do something innovative within General Education. Where students see the point of it all. WSU courses were presented at Major Fest and students were very interested in the courses offered. They are innovative and interesting. They capture student interest.

Changes are coming from the Board of Regents and Utah State Higher Education (USHE) that are specifying learning outcomes in the Core and Breath. We will have to accommodate that. Where is this in the process? When will this change happen? We specifically don't know but this summer or fall. This will impact everyone on campus. We have to get out the word out. Task Force Institute Team: Marjukka Ollilainen, Craig Oberg, Erik Stern, and Gail Niklason. There is an institute in June. The committee will continue working on this and they will keep the Executive Committee updated. An update to the Faculty Senate could be scheduled this fall.

ACTION – This was an information item only.

4. New PPM – Education & Training of Personnel- Stephanie Hollist, WSU Associate General Counsel  
Review of recommendations to the policy from 14 January 16 Executive Committee Meeting.

Summary - Brought back with the changes that Executive Committee requested to make.

**Please see 11 Feb 2016 Executive Committee Agenda on the Faculty Senate Webpage for this document.**

Suggestions on language from the January meeting were incorporated into the policy and accepted by the Executive Committee.

ACTION – Move the policy forward to Faculty Senate Meeting on 18 February 2016.

MOTION Motion to move the New PPM – Education & Training of Personnel to Faculty Senate by Marek Matyasik.

SECOND Gary Johnson

OUTCOME Unanimous

5. Appointment, Promotion, Academic Freedom and Tenure – Stephen Francis, Chair  
Recommendation on Charge 3 - PPM 1-17 Selection and Evaluation of Academic Deans

Discussion

The recommendation from the APAFT Committee is that the policy does not need to change. A question was asked-should those that participated in the survey be able to see all the information gathered from the survey concerning the dean's evaluation survey? The subcommittee decided that those who had reason to see the evaluations have access them. Because the evaluation is part of the rank and tenure committee of the colleges, faculty that are on those committees do have access to the surveys and did know how the Deans were evaluated and felt that that was a good enough group. A reason to support this decision is that there are no survey evaluations on Department Chairs or any other Administrators so why would there need to be access to the Deans evaluation.

Additional Item on PPM6-22 Student Code - Getting permission from faculty to record or video lectures.

Before changes to the policy get forwarded consider how to legally word the section so that professors are protected is a recommendation from the APAFT Committee.

ACTION – Information only, nothing moved forward to Senate.

6. Admissions, Standards and Student Affairs – Becky Marchant, Chair  
Recommendations on Charge 1 - Study PPM 6-22, Student Code, and make recommendations concerning students getting permission from faculty and other students regarding taking photographs, recording lectures, and dissemination of such media.

**Please see 11 Feb 2016 Executive Committee Agenda on the Faculty Senate Webpage for this document.**

DISCUSSION - ASSA Recommendation 1 - adds to Section III Student Rights, r. Expect instructors to inform students of the classroom policies regarding the audio and/or visual recording of course lectures and activities. Removed number 3 in Section IV Student Responsibilities “~~3. Obtain the instructor’s permission before recording lectures~~” and renumbered the rest of the section. Concerns on Recommendation 1 If faculty didn’t mention the policy there wasn’t a reasonable way for students to know unless they actually read the entire Student Code. It isn’t reasonable for the faculty to expect that they wouldn’t record when it is widespread that students will be recording things. There are numerous advantages to be able to record in the class and review the notes. Professors would be obligated to tell the students whether they can record lectures or not.

Recommendation 2 - **Please see 11 Feb 2016 Executive Committee Agenda on the Faculty Senate Webpage for this document.**

The bigger issue is that we don’t know what the ramifications are when we tell someone they can record a class lecture. What are the copyright issues, what about fair use, what about the rights of other students and other legal issues. Everyone needs solid information to be able to make an educated decisions about saying yes or no when students want to record a lecture. The committee doesn’t feel like we have the expertise to fully explore the issues and make a good recommendation.

MOTION Motion to move the ASSA recommendations, both 1 and 2 forward to the Faculty Senate (they will be presented and then voted on separately) by Jenn Ostrowski.  
SECOND Carey Campbell  
OUTCOME Unanimous

Clarification – You want to bring both recommendations for a separate vote, but simultaneously?

7. Continuation on Review of PPM 8-6 Faculty Appointments, Section IV, Paragraph B – Craig Oberg, Chair  
Bring recommendations on this Section/Paragraph.

Concerns that the Dean of the College will change the hiring qualifications of a faculty position that the department has requested and agreed upon prior to submitting the request to the Provost.

DISCUSSION - Should there be a statement added to the policy that if a disagreement in the qualifications cannot be resolved, then a meeting to mediate the issues with the Provost, Dean and department should take place to come to a resolution? A dean typically has academic expertise in only one of the departments in the college. If you were going to hire specifically in a department then the dean should probably rely on the expertise of the faculty in that department to determine qualifications. When you try to hire interdisciplinary faculty, which many universities are doing, then you have at least two faculty to rely upon when determining qualification for a new faculty member. You have the responsibility of the dean to guide the evolution of a college, because there are some disciplines that are going to grow faster than others and the dean really is made responsible by the provost for guiding that evolution and it may not always be possible or appropriate to keep lines in departments.

ACTION: Assign a charge to APAFT to review Sections A and B of PPM 8-6 during the next year 2016-17.  
There was no motion/vote on this item.

8. PPM 8-15-Composition and Selection of Department Ranking Tenure Evaluation Committees – Craig Oberg, Chair  
The concern is when a Chair of a department is going up for review. Who should take the Chair’s place on the committee in this situation? The language in the policy isn’t clear.

DISCUSSION Should the seat on the committee be left open? Should it be a Chair in a different department? Committee has to have the required number of members on it. Suggestion was made to charge to the APAFT Committee for next year to review the policy. Should there be other faculty involved in the selection of the committee?

ACTION: Assign APAFT Committee a charge to review the policy, specifically the section on when a Department Chair is up for promotion or tenure, who will replace the Chair on the committee. There was no motion/vote on this item.

9. University Curriculum Committee – Sally Cantwell, Chair

**See Curriculog Agenda 11 February 2016 in Curriculog for Curriculum to be reviewed. If you need instructions on how to access Curriculog, please contact Brenda, 6233**

This Curriculum was approved at the 27 January 2016 University Curriculum Committee Meeting

WSU General Ed Collaboration Courses

DOVAD and Communication

WSU1011 (1450) Intersections of Art & Communication – Colleen Packer

Geography and English

WSU1560 Sustainability in Thought & Practice – Hal Crimmel and Alice Mulder

S&BS and English

WSU1560 The Story and the Brain: Neuroscience & Literature – Lauren Fowler and Sally Shigley

S&BS and Science

WSU1680 Microbes Rule: Impact of Disease on History – Gene Sessions and Craig Oberg

A&H and Science

WSU2340 Pattern Play: Movement & Math – Eric Stern and Julian Chan

ARTS & HUMANITIES

Dept of Visual Arts & Design

New Course Proposals– K Stevenson

ART3210 Relief Printmaking

ART3215 Etching Printmaking

Program Changes – K Stevenson and Lori McPherson

Art Education Composite BA

Art Education Composite BS

Art Education Composite Major

English

Course Revision Proposal– Russell Burrows

ENGL2290 HU/DV Intro to Drama

Performing Arts

Course Revision Proposals – Amanda Sowerby

DANC2300 Dance Kinesiology

DANC3320 Techniques & Materials for Teaching Modern Dance

DANC3500 Choreography: 1 Space & Time/Design in Dance

DANC3510 Choreography: 2 Process

DANC3640 Teaching Creative Dance in the Elementary School

DANC3860 Field Experience

Program Changes – Amanda Sowerby

Dance Education ~~Major~~ K – 12

BUSINESS & ECONOMICS

Master of Accounting

Program Change – Ryan Pace

Masters of Accounting (MAcc)

Business Administration

**New Program Proposal** – Sebastian Brockhaus  
Supply Chain Management Minor

ENGINEERING, APPLIED SCIENCE & TECHNOLOGY

Computer Science

NEW General Education SS Course Proposal – Luke Fernandez  
(CS) ETC 2001 Engineering Culture

**NEW Course Proposal** – Luke Fernandez  
(CS) ETC 2001 Engineering Culture

Program Change - Prefix – Luke Fernandez

Engineering Technology & Culture (Changing (ETS to ETC) Engineering, Technology and ~~Society~~ **Culture**)

Engineering Technology

**NEW Program Proposal** – Julie McCulley

Controls Technology (AAS)

EDUCATION

Teacher Education – David Byrd

Course Revision Proposal

EDUC2010 Human Exceptionalities

HPHP

Program Change – Molly Smith and Matthew Denning

Exercise & Sport Science (BS) (Name Change was Human Performance Management)

HEALTH PROFESSIONS

Health Sciences

Course Deletion – Kraig Chugg

HTHS 1105 Technology Enhanced Anatomy & Physiology

HTHS 1106 Technology Enhanced Anatomy & Physiology

Emergency Care & Rescue

Course Revision Proposals – Jeff Grunow

PAR1000 Emergency Medical Technician Basic

PAR1001 Emergency Medical Technician Lab

SCIENCE

Mathematics – Kent Kidman

**New Program Proposal**

Mathematics (AS)

Course Revision Proposals

MATH4110 Modern Algebra 1

MATH 4210 Introductory Real Analysis I

MATH4320 Topology

Physics

General Education PS Course Proposal - Name

PHYS 2090 Environmental Physics: Energy & Power

Course Revision Proposal

PHYS2090 Environmental Physics: Energy & Power

SOCIAL & BEHAVIORAL SCIENCE

Political Science

**NEW Course Proposal**

## POLS3340 Environmental Political Theory

### Program Changes

Political Science (BS)

Political Science (BA)

Political Science Minor/Teaching Minor/BIS

Political Science Teaching Major (BS)

Political Science Teaching Major (BA)

### Women & Gender Studies

Program Change – Alicia Giralt

Women & Gender Studies Minor

### **New Course Proposal**– Alicia Giralt

WGS 4250 Community Based Research/Internship

### Course Revision Proposal– Alicia Giralt

WGS 4150 Research Methodologies

DISCUSSION- On the WSU courses what will the enrollment cap be? It has been talked about by GEAIC. Hoping for 35 -40 but they are new courses and the enrollment could be lower. Was there any question in Curriculum about the WSU2340 Pattern Play: Movement & Math (QL and Dance)? No it was well presented and has been taught experimentally for a few semesters.

MOTION Motion to approve curriculum as a package to Faculty Senate by Kathy Newton.

SECOND Jenn Ostrowski

OUTCOME Unanimous

ACTION – Move the curriculum to the Faculty Senate

### 10. Other Items –

Question on the Firearms Constitutional Carry Bill up for discussion at the Utah Legislature Session – What is the status on this bill? There is a group of Sportsman in Utah who are advocating a Constitutional Carry Bill and one of the possibilities is that the bill would allow open carry on all public college campuses. This would break new ground in the United States. Texas is dealing with concealed carry on campuses, but we have had that for several years. Good news is that for right now that bill has been withdrawn. It should not come up again during this session. The issue is out there, it could happen at any time. People in the Legislature believe that they have votes to pass it. In the past, the Governor has always threatened to veto such a bill. There was some concern this year that the Governor would less likely to veto it because he is up for reelection against a more conservative candidate who is a guns rights advocate. So far, the latest information is that it probably won't happen this session. Good news for us.

### Update on Graduation Rates and Student Retention Ad Hoc Committee – Marek Matyjasik

Had the first meeting on February 9. Will have another meeting on February 23 and planning two other activities in March. On March 18 during the Teaching and Learning Symposium, we will have a panel discussion with some invited guests. Planning to have a Skype conversation with Boise State University on their Wider Persist model. We hope to look at this and see if we can use gain information to use here at Weber to help with student retention and graduation rates. Effectiveness of Teaching and Learning Forum and Assessment. Madonna Miner invited to join the conversation on 26 Feb.

Textbook Ad Hoc Committee - They meeting and will have a recommendation next week to bring forward to the Executive Committee.

New Faculty Senators for Academic Year 2016-17 – Craig Oberg, Chair

See list of new Senators linked to the Faculty Senate Webpage. Observation – 26 of 39 senators are assistant professors. Something to think about. Should there be a more equal representation of younger-junior and senior faculty. Some colleges look at this as being a good way to get faculty service for their promotion or tenure reviews. There isn't any language that requires a balance of experience on the senate.

Executive Committee Election/Ballot information has been sent out. Be sure you review the information on the memos. Voting dates are 22-24 February 2016.

Faculty Governance Award - Remember to nominate a faculty member or remind your colleagues. We will review the submissions in March.

Meeting completed at 4:05pm

**Faculty Senate Meeting: Thursday, 18 February 2016, 3 PM, Smith Lecture Hall, WB206-207**

**Next Executive Committee Meeting: Thursday, 3 March 2016, 2 pm, MA211K**