



FACULTY SENATE MINUTES

19 January 2017

MEMBERS - Listed Alphabetically

David Aguilar-Alvarez
Eric Amsel, Admin.
Monica Annoh, Student Senator - Absent
Diego Batista
Nicole Beatty
Thomas Bell - Absent
Bruce Bowen, Admin.
Casey Bullock, Admin.
Fred Chiou – Brian Rague
Bruce Davis, Admin. – Brian Stecklein
Matthew Denning – Molly Smith
Mark Denniston
David Ferro, Admin.
Electra Fielding
Robert Fudge/Sabbatical Molly Sween
Doris Geide-Stevenson
Afshin Ghoreishi
Pepper Glass
Scott Hadzik
Alexandra Hanson
Frank Harrold, Admin.
Jeffrey Henry, Student Senator
Michael Hernandez
Tim Herzog
Rieneke Holman
Joan Hubbard, Admin. - Excused
Justin Jackson
Gary Johnson
Brandon Koford – Clinton Amos
Brenda Kolwalewski, Admin.
Tarl Langham, Student Senator
Mark LeTourneau

Kathryn MacKay, Parliamentarian
David Matty, Admin.
Marek Matyjasik
Madonne Miner, Admin. – Eric Amsel
Molly Morin
Brad Mortenson, Admin. - Excused
Debbi Murphy, Admin
Casey Neville
Kathy Newton
Tanya Nolan – Shane Clampitt
Jean Norman
Craig Oberg
Julia Panko
Leslie Park, Student Success Center
Pamela Payne
Clay Rasmussen
Jack Rasmussen, Admin. – Chloe Merrill
David Read
Rob Reynolds
Yas Simonian, Admin. – Ken Johnson
Mohammad Sondossi
Scott Sprenger, Admin. - Absent
Jeff Steagall, Admin. – Seokwoo Song
Amy Stegen
Brian Stecklein, Admin.
Sarah Steimel
Norm Tarbox, Admin.
Drew Weidman
President Chuck Wight, Admin.
Mary Beth Willard
Jan Winniford, Admin.
Stephen Wolochowicz

Brenda Stockberger, Administrative Specialist
Guests: John Cavitt, Curriculum Comm Chair
Michael Vaughan, Faculty Member
Guests listed on Curriculum.

All items from the minutes can be viewed on the Faculty Senate Webpage. Go to the 19 January 2017 Meeting and lick on the links.

1. ROLL CALL
2. Review of the minutes from the 8 December 2016 Meeting. The minutes were accepted.

Information Items

3. Memorial Tribute to Former WSU President Rodney Brady – Michael Vaughan, Director, Center for Study of Poverty & Inequality

A memorial tribute to Former WSU President Rodney Brady was given by Michael Vaughan who passed away on 9 January 2017. Mr. Brady was instrumental in increasing enrollment and donations to Weber State. He stressed the importance of making and achieving goals. He set very ambitious goals when he came to Weber State. The Brady Presidential Distinguished Professor program was started in 2006, honoring faculty on campus. He served as the President of Weber State University from 1978 to 1985.

4. Update on Weber State University Activities – Chuck Wight, President

The next Legislative session is getting ready to start. They are trying to manage expectations about how much new money there is going to be in Utah. The economy, in general, is doing very well. One important segment of Utah's economy that isn't doing well is oil and gas. No taxes are coming in from the oil and gas business. Not anticipating any cuts to the budget, but they are trying to manage expectations on how much new money there will be.

While visiting classes, students complement you, the faculty, on the job you are doing. It is great that they appreciate the things that you do to help them every day. Alumnus from Weber State tell of stories about when they were at Weber State and trying to find their way through school and life and a faculty member or staff member or coach, they took that person aside and showed them something about themselves that they didn't recognize before. Gave them advice and launched them in a new direction that helped them become successful. That is the mark of our faculty. Thank you for your excellence and dedication.

Top 10 issues in State Policy

American Association of State Colleges and Universities (AASCU)

- 1 Higher Education Funding - amid the softening of state budgets.
- 2 Affordability - Keep education affordable that provides access to students and respective students.
- 3 Economic & Workforce Development – building a skilled workforce to revitalize state economy. WSU doing well.
- 4 Undocumented and DACA Students – Provides students an opportunity to get an education.
- 5 Campus Sexual Assaults – Weber State keeps students safe.
- 6 Guns on Campus
- 7 Institutions Productivity Student Success Improvement – Focusing on improving student success at Weber State.
- 8 Academic Freedom, Civil Rights and Social Issues – Hasn't been an issue on Utah campus' in general.
- 9 Student Debt Management – Student's graduate well below average debt in part due to our part in keeping college affordable.
- 10 Dual Enrollment – Concurrent enrollment - At Weber State, concurrent enrollment is a very effective recruiting strategy for getting students to move from high school to finish their degree here. This is good for us.

Questions – What about the Social Science Building? The Governor's budget recommendation the only capital priority recommended was three million for the University of Utah to their medical school project. Still cautiously optimistic that we can get a commitment. Not a lot of money, but we have the only shovel ready project in the whole state. Ours is the only one ready to go. Working hard to get the funding this year, but it goes down to the wire.

Action Items

5. Program Discontinuance - Doris Geide-Stevenson, Faculty Senate Chair
Health Administrative Services Graduate Certificate – Submitted by Carla Wiggins, MHA Program Director.

See the **19 January 17 Faculty Senate Curriculog Agenda** to review the proposal Health Administration Services Graduate Certificate. (Access Curriculog to view the proposal)

MOTION to discontinue the Health Administrative Services Graduate Certificate by Rob Reynolds.

SECOND Pam Payne

OUTCOME Unanimous

DISCUSSION This is a HAS Certificate that hasn't been awarded since 2001. There are no students pursuing this certificate. All faculty are in the MHA program. This is a housekeeping item to clean up the catalog. No further discussion.

6. University Curriculum Committee – John Cavitt, Chair
See 19 January 17 Faculty Senate Curriculog Agenda for Curriculum to be reviewed. If you need instructions on how to access Curriculog or the Agenda, please contact Brenda, 6233
(Curriculum was approved at the 7 December Curriculum Committee meeting.)

EAST

Auto Technology – Scott Hadzik

Program Change Proposal

Automotive Technology (BS)

New Course Proposals

ATTC 4540 Automated Safety & Convenience Systems

ATTC 4530 Hybrid & Electric Vehicle Systems

Two courses were created to give students specific instruction on these systems as hybrid & electric vehicles become more in demand and they were added to the program of study on the program proposal.

School of Computing – Brian Rague (Hugo Valle for Brian Rague)

Program Change Proposals

Computer Science (AAS)

Computer Science (BS)

New Course Proposals

CS 2630 Client Side Frameworks

NET 1030 Foundations of Computing

WEB 1030 Foundations of Computing

Dropping the computer literacy requirement from the program and including a technical writing course to both the AAS and the BS programs. Cross listing the CS 2630 with WEB2630. Cross listing Net and Web 1030 courses with the CS 1030 class.

School of Computing - Hugo Valle

New Course Proposal

CS 3050 Enterprise Computing

An Elective in the major, currently do not have a course with this topic.

School of Computing - Richard Fry and Thomas Bell

New Course Proposals

WEB 3200 Dynamic Languages for Web Development

WEB 3650 Human-Computer Interaction

Courses changing from CS to WEB.

Engineering – Justin Jackson

New Course Proposals

EE 5110 Digital VLSI Design

EE 5120 Advanced VLSI Design

EE 5130 Advanced Semiconductor Devices

EE 5220 Image Processing

EE 5420 Digital Communication

New courses are currently being taught in our Master's program as 6000 level courses. We want to offer them to our undergraduate students, so they can take these at senior levels.

MOTION Motion to approve the proposals in the College of EAST by Amy Stegen

SECOND David Read

OUTCOME Unanimous

DISCUSSION No further discussion or questions.

ARTS & HUMANITIES

Visual Arts

Program Change Proposal Matt Choberka (Molly Morin)

ART (BFA)

Program change is for the BFA program, makes two elective courses required within the program. Removes three, one credit technical courses as required courses. Finding students know some of that technical software information already.

MOTION Motion to approve the Program Change proposal on the ART (BFA) program by Jean Norman.

SECOND Alexandra Hanson

OUTCOME Unanimous

DISCUSSION No discussion or questions.

EDUCATION

Health Promotion and Human Performance – Cass Morgan

OUTDOOR COMMUNITY RECREATION EDUCATION (OCRE)

New Course Proposal (Title change from 'Sales' to 'Retailing' and support of Professional Sales Department)

OCRE 3400 Outdoor Equipment Production and Retailing

OCRE 3450 Adventure Travel and Sustainable Tourism

OCRE 3520 Risk Management & Legal Issues in Recreation Services

OCRE 4000 Recreation programming for Youth Development

OCRE 4500 Grant & Proposal Writing for Recreation

The Regent's approved the new program Outdoor Community Recreation Education. These five classes were approved as part of the major requirements.

MOTION Motion to approve the Outdoor Community Recreation Education (OCRE) program and new courses by Molly Sween.

SECOND Nicole Beatty

OUTCOME Unanimous

DISCUSSION No further discussion or questions.

>>End of Curriculum Proposals<<

7. APAFT Committee - Sarah Steimel, Executive Committee Liaison to APAFT
Review the documents linked to the Faculty Senate webpage 19 January.

A. Charge: Evaluate PPM 8-11.IV.E.1 Student Evaluations to determine if other faculty, if needed, could also view course evaluations.

"In an attempt to chart ongoing teaching performance, student evaluations shall be administered and compiled by an impartial third party. Each year, all contract, non-tenured, and adjunct faculty members will have student evaluations administered in every course taught, and each tenured faculty member shall have student evaluations administered in at least two of the courses. The two courses to be evaluated each year will be determined through consultation between each faculty member and his/her department chair. If the faculty member and the chair cannot come to agreement on which two courses should be evaluated by the students, the choice of courses to be evaluated will be subject to binding arbitration by the dean, after consultation with the faculty member and the chair. The results of those evaluations shall be seen by the chair, the faculty member, and those specified in the review process. The Department Chair, in consultation with the Dean, may also choose to share the evaluations with those who have oversight/input into course assignments, hiring, evaluating, and/or retaining of faculty, such as program directors/coordinators. The summaries shall be kept on file in the office of the chair. In the case of the faculty member who is on tenure track or who is seeking promotion, the chair shall send to the faculty member's professional file summaries of that faculty member's student evaluations mentioned above, plus department averages for similar courses."

MOTION Motion to discuss the proposed change by APAFT committee to PPM 8-11 by Amy Stegen.

SECOND Julia Panko

DISCUSSION on the proposed change to PPM 8-11 - A hiring committee would be able to view teaching evaluations. This in some ways is already happening. The idea is that if you were hiring an adjunct to teach your class it might be appropriate to ask the Department Chair, in consultation with the Dean if you could see their teaching evaluations for that class in previous semesters, for example, that was the intent of the policy. APAFT did find out that not all courses are in a department. This includes, Honors, Neuroscience, and other prefixes. They are housed under an organization and a faculty member is typically housed in a department. Under current policy, Honors should not have access to teaching evaluations. That is part of why we are trying to change it. Current PPM states that evaluations go to the Dean, Department Chair and the faculty member. Honors would hopefully benefit under this new policy. No further discussion.

MOTION Motion to approve the proposed change by APAFT committee to PPM 8-11 by Casey Neville.

SECOND Mary Beth Willard

OUTCOME Unanimous

B. Review PPM 8-11.IV.E. Teaching (Evaluation of Faculty Members) with respect to minimum hours of teaching required for a probationary year to count towards tenure. Determine if further clarification or policy revision are necessary. Suggested changes are below:

E. Teaching

Teaching is defined as instruction conducted under the auspices of Weber State University.

Teaching activities may include, but are not limited to: classroom instruction, on-line instruction, laboratory activities, field work or field trips, supervising projects, preparation of course materials, and a variety of advisory, supervisory, or sponsorship roles including community engaged learning, undergraduate research, student clubs and organizations, events, and programs as well as other types of teaching activities. This category also includes the preparation and use of teaching materials such as course syllabi and other materials intended for instructional use.

It shall be the responsibility of the candidate and department to provide evidence of successful teaching experiences; therefore, teaching performance shall be evaluated by students, peers and appropriate

administrators. Two or more teaching evaluations must be completed in each year of the candidate's probationary period. The evaluations shall include department or college-wide comparisons.

To be evaluated in the teaching category and to have the year count towards the probationary period, a candidate must teach a minimum of 12 hours or its equivalent as determined by the department chair and the dean. However, up to ~~two~~ **one** years for professionally related activities **approved by the department chair and dean** can be counted toward fulfilling this requirement. Equivalency for the Library will be determined by the director of the Library and the provost. **Examples of professionally related activities include but are not limited to research, other contributions to knowledge, leadership in professional organizations, active pursuit of professional competence, administrative assignments, endowed chair positions, faculty governance positions, etc.**

Note: Definition from PPM 8-11, III, D, 2.

“A rating consistent with college standards in **professional activities** such as research and other contributions to knowledge, leadership in professional organizations, and active pursuit of professional competence.”

DISCUSSION – The committee added language to not delay tenure to a faculty member that cannot teach 12 hours a semester due to an administrative assignment. Are department chairs approving themselves? Typically department chairs don't make decisions on their own situations. Usually this will go to the Dean and the Provost for a decision on a department chair. Is a time limit needed at all? The committee discussed this and felt that a time limit was needed. If this body feels that this should be changed then a motion to amend the statement can be made. What is active pursuit of professional competence? That is from another part of the ppm. That is the definition of professionally related activities in PPM. Between the Department Chair and the Dean, you could reach a definition of that. No further comments.

MOTION Motion to approve the recommendation from APAFT on this policy by Casey Neville.

SECOND Marek Matyjasik

OUTCOME Ayes carry the vote. One Nay was noted.

Information Item

C. Evaluate policy regarding how program directors are selected and their role(s).

- i. By whom?
- ii. Do faculty vote to support?
- iii. Term length?
- iv. Is anything done differently depending on the number of faculty in that program?
Should there be different guidelines if a program is of a certain size?

Recommendation: The committee members contacted their respective Department Chairs and/or Deans to determine if it would be useful/helpful to better define the selection process, term length, and/or role of program directors. The overall feedback indicated that program directors are used in a wide variety of ways and attempts to create a policy to standardize a process would become a burden on many and limit the college's flexibility. The committee did recognize that colleges and/or departments could choose to develop their own policies/procedures related to program directors if they deemed it to be beneficial. Therefore, the APAFT Committee voted to not create any new policies related to the selection process, term length, or role program directors at this time.

COMMENTS - A problem that you have is that you are silent on the role and responsibility of what a program is and if you get departments who are transferred in to become a program, faculty members lose all rights as to what they had previously as a department, that now is a program. You have very little ability to be able to use what is in the PPM for a department to control your program. You have no choice as to who your Program Director is. No choice as to who is on the tenure review committee. You have no choice as to what happens with individual faculty members in programs where you have those choices within a department. Those are legitimate concerns. The committee decided in general, is that, there are some mechanisms for those people to be represented. There still the normal process of reviewing and selecting a department chairs. The committee felt that that might be best formulated at your college level. As a college you can decide how you would select Program Directors, just as you

would select Department Chairs. APAFT committee's position was that is really hard to set a university policy when colleges are using Program Directors in lots of different ways. It would be a college level policy. No other questions were voiced.

D. Suggested change to PPM 1-19 Appointment of Department Chairs, Section IV. Procedure for Selection
Clarification was requested by a Dean.

Prior to March 1

When the position of the chair is to be filled by a member of the department faculty, the dean shall conduct a written survey of the faculty on the slate of candidates. This survey should ask for either "yea" or "nay" on the acceptability of each candidate and should not be a vote between candidates. **In the event that there is only one nominee for chair, the "yea" or "nay" survey is still required.** The dean shall report the names of any candidates receiving two-thirds majority support. The slate of those candidates receiving two-thirds majority support will then become the recommendation of the faculty to the dean for the position of chair. In the event no individual receives two-thirds majority support of all the faculty, the recommendation of the faculty to the dean shall be the candidate or candidates having at least simple majority support of the faculty. If there are no candidates with simple majority support, the dean will so advise the faculty and conduct another written survey of the faculty. The top two candidates from the previous survey will make up the slate for the second survey. The candidate receiving the most faculty support on the second survey will be the faculty recommendation to the dean.

If the position of the chair is to be filled by a person not presently a member of the faculty, a search shall be conducted in accordance with appropriate institutional hiring practices. When a majority of all faculty agree on a candidate from the outside to be chair, the faculty shall recommend that candidate to the dean for consideration.

MOTION Motion to approve the recommendation from APAFT on this policy by Michael Hernandez.
SECOND Amy Stegen.
OUTCOME Unanimous

DISCUSSION To help the Dean to know if there is support or no support in the case that there is only one nomination for Department Chair. It is better to know if there is support or not. No further discussion.

8. Other Items

Faculty Governance Award Nominations have been requested.

H. Aldous Dixon Award Nominations have been requested.

Committee Interest Survey has been sent out to faculty.

The Administrative Associate for Faculty Senate position has been open since 20 December. It will be closing Friday, 20 January. If you know anyone that might like to apply let them know.

Susan Shadle, Director of the Center for Teaching and Learning, & Professor of Chemistry at Boise State University will be visiting WSU on 7 February. Her talk, 'Shifting Institutional Culture for Student Success', will be at 12:30 pm in Union Ballroom B, open to faculty, staff and students. Please attend.

Meeting adjourned at 4:15 pm.

Next Meeting: Faculty Senate, 16 February 2017 at 3:00 pm, WB206-207