

**Washburn University
Meeting of the Faculty Senate
November 3, 2014
3:00 PM Kansas Room, Memorial Union**

- I. Call to Order**
- II. Approval of Minutes of the Faculty Senate Meeting of October 6, 2014 (pp. 2-4)**
- III. President's Opening Remarks**
- IV. Report from the Faculty Representative to the Board of Regents**
- V. VPAA Update—Dr. Randy Pembrook**
- VI. Faculty Senate Committee Reports**
- VII. University Committee Reports**
 - Receipt of Faculty Development Grant Committee Minutes (pp. 5-6)**
 - Receipt of Small Research Grant Committee Minutes (pp. 7)**
 - Receipt of Curriculum Development Committee Minutes (pp. 8-9)**
 - Receipt of International Education Committee Minutes (pp. 10)**
 - Receipt of Graduate Council Minutes (pp. 11-12)**
- VIII. Old Business**
 - 15-06 Constitutional Amendment 3 from Executive Committee (pp. 13)**
- IX. New Business**
 - 15-04 Constitutional Amendment 1 from Executive Committee (pp. 14-15)**
 - 15-05 Constitutional Amendment 2 from Executive Committee (pp. 16-17)**
- X. Information Items**
- XI. Discussion Items**
 - Possible invitation to Richard Liedtke, Executive Director of Enrollment Management**
- XII. Announcements**
- XIII. Adjournment**

Washburn University
Meeting of the Faculty Senate
October 6, 2014
3:00 PM Kansas Room, Memorial Union

PRESENT: Ball, Chamberlain, Childers, Fay, Florea, Frank, Kwak, Lunte, Mach, McConnell-Farmer, McHenry, Moddelmog, Pembrook, Petersen, Perret, Porta, Routsong, Russell, Sanchez, Schbley, Schmidt, Schmiedeler*, Schnoebelen, Stevens, Stevenson, Sun, Treinen, Wisneski.

* = guest

ABSENT: Alexander, Berry, Francis, Friesen, Jackson, Mapp, Palbicke, Rubenstein, Sadikot, Scofield, Smith, Sourgens, Weiner

- XIV. President Ball called the meeting to order at 3:02pm
- XV. Minutes of the Faculty Senate Meeting of September 15, 2014 were approved.
- XVI. President's Opening Remarks: None other than thank you for being here today!
- XVII. Report from the Faculty Representative to the Board of Regents
- A. Ball attended the meeting on 9/25/14. She noted:
- a. The University Health Plan renewal was passed and that there will be no increase in rates.
 - b. The T&P change passed was the policy regarding allowing petitioners to update their portfolio as it moves through the decision hierarchy.
 - c. Dr. Gary Baker (SoBu) was approved as Professor Emeritus, and Mr. Doug Jones (SAS) was approved as Lecturer Emeritus.
- XVIII. VPAA Update—Dr. Randy Pembrook
- A. Updates from Fried visit: still checking on a couple of things—still working to resolve some of the language issues.
 - B. Financial exigency issue: our stance is that there shouldn't be any immediate changes. We commit to one year spending at a time. Sometimes we'll discuss the budget for the next year part way through a year, but we haven't made any of these changes mid-year.
 - C. Should get something about the Fink professors for 2015; reminder that this is a great way to bring people to campus and there is an endowment to support the program, so please nominate.
 - D. The KBI construction project on campus has moved to the next phase (interior ideas, such as art).
 - E. Last Regents meeting: they did authorize the request for interest in architectural firms for the smaller recital hall.
 - F. Thanks for all you do to help with retention of students. Enrollment is an issue. Over the past 15 years of enrollment growth and decline, the 6 Regent institutions reported up and all of the community colleges were down. In difficult economic times, enrollment in community colleges goes up (follows the economy and stock market indicators). For Regent schools as a whole, enrollment has basically stayed flat for the past 15 years. Pembrook will be asking Institutional Research for WU's trend and it corresponds closely with the community college

trend. Please think about what this trend means and report if you have any insights or ideas about what to do with this information.

Petersen wonder about if this falls in line with private schools enrollment; Pembroke answered that he wasn't sure. Petersen then added that perhaps we should adjust our advertising strategy to match that of community colleges or private institution based on public perceptions about Washburn.

XIX. Faculty Senate Committee Reports

- A. The Academic Affairs Committee Minutes of August 25, 2014 were approved.

XX. University Committee Reports

- A. The International Education/International WTE Committee Minutes of 9/11/14 were accepted.
- B. The Interdisciplinary Studies Committee Minutes of 9/11/14 Minutes were accepted.
- C. The Graduate Council Minutes of 4/1/14 were accepted.
- D. The Library Committee Minutes of 9/24/14 were accepted.

XXI. Old Business

- A. 15-01 New Kansas Studies IS Course was approved; it will be forwarded to general faculty. — Tom Schmiedeler presented this to the Faculty Senate.
- B. 15-02 Deletion of AS in Laboratory Science was approved; it will be forwarded to general faculty. —Shaun Schmidt presented this to the Faculty Senate.
- C. 15-03 Addition of AA in Laboratory Science was approved; it will be forwarded to general faculty. —Shaun Schmidt presented this to the Faculty Senate.

XXII. New Business

- A. 15-04 Constitutional Amendment 1 from Executive Committee —Ball presented this to the Faculty Senate.

Russell asked (based on language in the second section) if these designated members would become voting members. Ball clarified that they would only be voting members on the committee—not a voting member of the senate. Russell asked if we should ask the under-represented body make an appointment instead of the president doing so. Ball said she was fine with this. Petersen noted that this could create a mixed sense of representation (are they representing their home department or the senate?). Ball said that the president could appoint based on advice from the unit to counteract both of these issues. Petersen said that this would be fine, as long as it isn't just one or the other. Russell suggested just not having Faculty Affairs (FA) and Academic Affairs (AA) meetings at the same time so this issue is avoided. Ball responded that it was easier not to since it ensured that people have the

meeting times cleared (so said members of these committees, as well). Ball also noted that any representative from a small area would also have double duty with the change in schedule (unfair for that member). Schmidt suggested that perhaps we should just add that units (like libraries) must have a minimum of 2 members on Senate. Petersen urged us to think about the efficiency of the model (perhaps over the Senate representation issue). Ball said it's unlikely that this two person minimum model will lead to sweeping issues, but it could. Pembroke urged us to be careful of not following the same model as the graduate council a few years ago (where the committee ended up bloating to a huge degree); perhaps, instead, we should ask 'how much do we need to be able to do the business of AA or FA. Ball said she didn't think that it was quite the graduate council model that we're following, but said that she thought it would be logical that a library rep be on both AA and FA. Ball will submit revisions to this and cancel the initial fix. First reading was closed.

- B. 15-05 Constitutional Amendment 2 from Executive Committee —Ball presented this to the Faculty Senate.

Ball spoke briefly on behalf of this and will offer similar fixes here as were discussed regarding 15-04 for a second reading.

- C. 15-06 Constitutional Amendment 3 from Executive Committee —Ball presented this to the Faculty Senate.

Ball stated the Senate will be doing a census in the spring to ensure we have an accurate count. She wanted to offer this proposal to clarify how we round in terms of representation. Russell asked if this was a supported way of rounding. Schmidt said it was and Pembroke added that he believed it was the APA standard. Porta wondered if this standard might disadvantage parts of the pool. Schmidt and Ball clarified that the bodies included in the pool were any teaching staff/faculty, while only full-time could vote. First reading was closed.

XXIII. Information Items: NONE

XXIV. Discussion Items: NONE

XXV. Announcements:

Routson announced that "Undergrad Research Day at the Capitol" will be in February 2015, so be thinking about students who may want to participate.

XXVI. President Ball adjourned the meeting at 3:50pm.

Faculty Development Grant Committee

October 2, 2014

Meeting Notes

Dr. Nancy Tate welcomed everyone and thanked them for coming. She reminded the committee the group of applications currently under review was the second group of awards for fiscal year 2015. Dr. Tate provided an overview of the process in that monies are awarded for faculty development grants three (3) times during an academic year.

A summary of the applications received and the committee decision regarding each application follow:

Beier, Benjamin \$500.00

Awarded fully

Purpose: Attending the Center for Thomas More Studies fall conference

Charlwood, Kevin \$500.00

Awarded fully

Purpose: Attend the Joint Winter Mathematics meeting.

Dahl, Patricia \$500.00

Deferred

Purpose: Attend the Academy for Criminal Justice Sciences annual conference

Dirks, Tiffany \$500.00

Awarded fully

Purpose: Attend the NAKHE annual conference to present paper

Friesen, Ross \$500.00

Deferred

Purpose: Attend the NAKHE annual conference to present paper

Grant, Erin \$500.00

Awarded fully

Purpose: Attend the Academy for Criminal Justice Sciences annual conference

Kwong, KM \$500.00

Deferred

Purpose: Working with Xiamen University Social Work students

Kinyua, Whitney \$365.70
Awarded fully

Purpose: Attend the American Physical Therapy Association Educational Leadership Conference

McConnell-Farmer, Judy \$500.00
Awarded fully

Purpose: Attend the Annual Spring Meeting of AMEP-USA

Memmer, Amy \$500.00
Awarded fully

Purpose: Attend the Academy for Criminal Justice Sciences annual conference

Petersen, Dan \$500.00
Awarded fully

Purpose: Attend the National Center for Victims of Crime

Russell, Mike \$500.00
Deferred

Purpose: Attend the Auditory Perception Cognition and Action Meeting

Worsley, Melanie \$322.00
Awarded fully

Purpose: Attend the Academy for Criminal Justice Sciences annual conference

Summary of funds disbursement

The total amount requested was \$6,187.70. The first round of money distributed in Fall 2014 was \$1000.00 and the amount approved during this meeting was \$4,187.70. The total amount of funds remaining for the third and final allotment in Spring 2015 is \$7,812.30.

Small Research Grant Committee Meeting

October 2, 2014

Committee members present: Stephanie Decker, Gloria Dye, Brendan Fay, Barb Quaney, Brian Thomas, and Nancy Tate (chair)

Dr. Nancy Tate provided an overview of the small research grant committee's duties and responsibilities.

\$38,000 remaining after 2 grants were approved at spring

Major Research Grant Applications:

Perret, Marguerite Requested: \$10,000 Awarded \$10,000
Proposal: "Ladies of the Lakes: Women and Water Conservation"

Sheldon, Mary Requested: \$3,500 Deferred for Consideration in 15-16

Small Research Grant Applications:

Kwong, KM Requested: \$2091.25 Conditionally Approved
Proposal: Research work towards developing a clinical competence behavioral checklist and case vignettes by using a qualitative methodology.

McConnell-Farmer, Judy Requested \$3000 Awarded \$3000
Proposal: "Washburn University's Carnegie Hall: The First 110 Years"

Sanchez, Jean Requested \$3000 Awarded \$3000
Proposal: The efficacy of electrical stimulation in a fall prevention program for elderly individuals.

Sharafy, Azya Requested \$2988.15 Awarded \$2988.15
Proposal: Research how to add art process and concepts to architectural indoors and outdoor settings.

Smith, Ian Requested \$1725 Awarded \$1725
Proposal: "Intrinsic Value of Endangered Species"

Summary

The total amount awarded during this meeting was \$22,804.40 for the small and major research grants.

CURRICULUM DEVELOPMENT GRANTS COMMITTEE

Minutes

September 25, 2014

Members Present:

Nancy Tate, Chair
Lori Fenton
Bobbe Mansfield
Diane McMillen
David Pownell
Barbara Scofield
Margaret Wood (ex-officio)

Dr. Tate opened the meeting and reviewed the rules and guidelines of the committee.

Following are the decisions made by the Curriculum Development Grant Committee:

Alexander, Ryan Requested \$2,000 Awarded \$2,000
Proposal: Stipend is requested to create the development of a Forensic Science curriculum for Criminal Justice.

Dodge, Becky Requested \$1,800 Awarded \$2,000
Proposal: Stipend is requested to create an online course for radiation therapy program.

Moore, Louella Requested \$675 Awarded \$675
Proposal: Purchase of web based program called Ethical Lens Inventory for use in ACC 639 Accounting Theory and Ethics at no cost to the students.

Sharp, Janet Requested \$3,000 Awarded \$2,000
Proposal: Stipend is requested to create 36 concept-attainment modules for content of MA 228.

Sharp-Elles, Lisa Requested \$3,000 Awarded \$2,000
Proposal: Purchase modeling kits to enhance student learning of complex biomolecule structures, bonding and other interactions.

Abell, Marin Requested \$2,000 Deferred to C-Tel
Proposal: Integrate the teaching of art w/ science and then communicate instructional strategies that can facilitate such integration to faculty and public school teachers.

Childers, Cheryl Requested: \$2,700 Denied
Proposal: \$300 stipends for 8 full time faculty members and one staff member for a curriculum review of both major programs.

Erby, Kelly Requested: \$3,000 Denied for Curriculum
Funds
Proposal: Stipend was requested to develop a slate of additional historical investigations using primary sources for HI 112.

Wynn, Kerry Requested: \$3,000 Denied for Curriculum
Funds
Proposal: Stipend was requested to transform the first half of the US History survey course.

Summary

The total amount awarded during this meeting: \$8675. The total funds available for FY 2015 is \$10,000.00. The committee determined \$1325 remaining should be transferred to the C-TEL committee.

International Education /International WTE Committee

October 16, 2014, 4-5 pm, International House

Present: Brian Ogawa, Judy McConnell-Farmer, Nancy Tate, Alex Glashausser, Karen Diaz Anchante, Liviu Florea, Lara Rivera, and Baili Zhang

Minutes of Sept. 11 meeting were approved.

Zhang reported that the China Town Hall (Webcast) Meeting with former president Jimmy Carter would be in the evening (Oct. 16) in Washburn A. Zhang also reported that International Programs, therefore the university, received SEVIS recertification from the USCIS, which means the university can continue to accept/host international students/scholars.

Beatty's request for funding for his project in UK was not recommended.

The following funding requests were approved with minor modifications required.

Bobbie Mansfield: Costa Rica Nursing Perspectives

John Paul: Sociology in (and of) Iceland

Committee voted to support the proposal of European Capitals but require some clarifications and revisions before the final approval.

Committee recommended adding a section of Ebola awareness/safety measures in the upcoming Study Abroad Orientation.

Respectfully submitted,

Baili Zhang

Graduate Council Meeting
September 22, 2014 ♦ 12:00 PM – 1:00 PM
Baker Rm (BTAC)
Minutes

Dr. Pembroke called the meeting to order at 12:02 p.m.

Those present included:

**Aida Alaka, *Ryan Alexander, Bob Boncella, Julie Boydston, Shirley Dinkel, Vickie Kelly, Bobbe Mansfield, Kandy Ockree, Brenda Patzel, **Randy Pembroke, Dan Petersen, **Tim Peterson, Michael Rettig, & Kayla Waters

1. Introductions

2. Approval of Meeting Minutes:

Graduate Council approved without objection the Graduate Committee Meeting Minutes of April 1, 2014.

At the last Graduate Council meeting there was some conversation about the possible ambiguity in the definition of the 500s and graduate requirements, especially at the School of Nursing. In an attempt to discover if there are any other conflicts in graduate program requirements, Dr. Pembroke assigned homework.

Please review your program's graduate requirements not only for any conflicts in the course or degree requirements specifically as it regards the 500s definition, but also more generally for how the new numbering system's definitions support or conflict with them. Send your findings to Larry McReynolds or bring your findings back to the council at our next meeting.

3. Approval of New Promotion and Advertising Proposal:

Graduate Council heard from Dr. Tim Peterson, Dean, Academic Outreach, that Graduate Programs as a whole has been given a promotion and advertising budget. Dr. Peterson submitted his proposal for graduate program promotions on local public television station KTWU. Should we pursue this opportunity?

The Council recommended pursuing the proposal, pending input from academic deans.

4. Graduate Course Renumbering:

The Council is awaiting the Master of Liberal Studies course re-numberings. When these arrive and the Council approves, will the new numbers encounter resistance from the units or other offices (i.e., Registrar)? We hope to institute the new course numbers in time for the fall 2015 semester.

- a. [Council members please return to your programs and units and determine how the new course numbers will be received.](#)

- b. We will submit the completed list to the Registrar for consideration and opinion.
- c. Dr. Dinkel will check on restating graduate requirement which will allow for the 500 level business courses.
- d. Dr. Alexander will notify Faculty Senate to expect Council's proposal to renumber graduate courses in the near future.
- e. Report back to Council at our next meeting in October.

5. Graduate Program Application Fees:

Currently, graduate application fees range from \$0 - \$70. Should the Council take it upon itself to institute one unified graduate application fee or should graduate application fee decisions be left with the unit or the program? There was lively discussion, but this item was tabled until the next Graduate Council meeting in October.

6. Request was made to review continuous enrollment policies at next Graduate Council meeting.

Dr. Pembroke adjourned the Graduate Council meeting at 1:00 p.m.

*Faculty Senate member

**Non-voting *ex officio* member

***Guest/Expert

"Homework" appears in blue.

FACULTY AGENDA ITEM NO 15-06

Date: *September 18, 2014*

Submitted by: *Jennifer Ball, Faculty Senate President, x1840*

SUBJECT: *Proposed Faculty Senate Constitutional Amendment*

Description: *To clarify II. Eligibility and Membership, B. of the Constitution*

Current wording:

B. The School of Law, School of Business, School of Applied Studies, School of Nursing, and each division within the College of Arts and Sciences shall elect representatives to the Faculty Senate in proportion to the number of eligible faculty in each unit, with one senator selected to represent each ten faculty members (that number to be rounded up or down to the nearest figure in each voting unit). Representation will be based on the number of faculty in each unit at the start of the spring semester.

Proposed wording:

B. The School of Law, School of Business, School of Applied Studies, School of Nursing, and each division within the College of Arts and Sciences shall elect representatives to the Faculty Senate in proportion to the number of eligible faculty in each unit, with one senator selected to represent each ten faculty members (numbers with 0-4 as the ones digit shall be rounded down, numbers with 5-9 as the ones digit shall be rounded up in each voting unit). Representation will be based on the number of faculty in each unit at the start of the spring semester.

Rationale: *The current wording is open to interpretation.*

Financial Implications: *None.*

Proposed Effective Date: *Immediate*

Request for Action: *Approval Faculty Senate and then General Faculty*

Approved by: *Faculty Senate on date*

Attachments *No*

FACULTY AGENDA ITEM NO 15-04 (second reading)

Date: September 18, 2014

Submitted by: Jennifer Ball, President of Faculty Senate, x1840

SUBJECT: Proposed Faculty Senate Constitutional Amendment

Description: *To make section VI. Committees, E. Academic Affairs, more clear, and to have a contingency plan for representation in the case there are not enough senators from a Major Academic Unit or Mabee Library/CRC.*

Current wording:

VI. E. (second paragraph)

The Academic Affairs Committee shall consist of two (2) Faculty Senate members from each Major Academic Unit other than the School of Law, and the Senate representative of Mabee Library/CRC. Each member will be elected to a one-year term by the Faculty Senate from its ranks. The committee selects its own chairperson. Decisions of the Academic Affairs Committee require the affirmative vote of six of the nine members; six members shall constitute a quorum to conduct business. The VPAA or his/her designate will serve as an ex-officio, non-voting member.

Proposed wording:

The Academic Affairs Committee shall consist of two (2) Faculty Senate members from each Major Academic Unit other than the School of Law, and a Senate representative of Mabee Library/CRC. Each member will be elected to a one-year term by the Faculty Senate from its ranks. The committee selects its own chairperson. Decisions of the Academic Affairs Committee require the affirmative vote of six of the nine members; six members shall constitute a quorum to conduct business. The VPAA or his/her designee will serve as an ex-officio, non-voting member.

If possible, all faculty members of the Academic Affairs Committee should be senators. However, as the Academic Affairs Committee and the Faculty Affairs Committee often meet on the same day and time, if a Major Academic Unit has three or fewer senators, or the School of Law or Mabee Library/CRC has only one senator, the Faculty Senate President, after consulting with the relevant unit, may make special appointments of non-senators to the Academic Affairs Committee or Faculty Affairs Committee to ensure adequate representation from these units. If appointments of non-senators must be made, the minimum proportion of the faculty members of the Academic Affairs Committee that will be senators is 2/3.

Jennifer Ball 9/18/2014 2:48 PM

Deleted: designate

Rationale: This is being recommended because 1) the wording of the Constitution is not clear as to the membership of the Academic Affairs Committee; and 2) the constitutional requirement that the Academic Affairs and Faculty Affairs Committees each have two representatives from each major academic unit and one from the School of Law and Mabee/CRC becomes impossible if the two committees meet on the same day and time (usually the "off-Senate" Monday afternoons) and there are three or fewer senators from each major academic unit, or only one senator from the School of Law or Mabee/CRC. (For example, at the present time we have one senator from Mabee, who is on Academic Affairs. This person cannot also attend Faculty Affairs.) This will also ensure senators from smaller units will not become overwhelmed with their senatorial duties.

Financial Implications: *None*

Proposed Effective Date: *Immediate*

Request for Action: *Approval from Faculty Senate, then General Faculty*

Approved by: *Faculty Senate on date*

Attachments *No*

FACULTY AGENDA ITEM NO 15-05 (second reading)

Date: September 18, 2014

Submitted by: Jennifer Ball, President of Faculty Senate, x1840

SUBJECT: Proposed Faculty Senate Constitutional Amendment

Description: *To have a contingency plan for representation in the case there are not enough senators from a Major Academic Unit or Mabee Library/CRC to staff the Academic Affairs Committee and the Faculty Affairs Committee*

Current wording:

VI. D. (second paragraph)

Membership of the committee consists of one Faculty Senate member from each Division within the College of Arts and Sciences, one from the School of Business, one from the School of Law, one from the School of Nursing, one from the School of Applied Studies, and one member from the University libraries, each elected for a one-year term by the Faculty Senate from its ranks. The committee selects its own chairperson.

Proposed wording:

Membership of the committee consists of one Faculty Senate member from each Division within the College of Arts and Sciences, one from the School of Business, one from the School of Law, one from the School of Nursing, one from the School of Applied Studies, and one member from the University libraries, each elected for a one-year term by the Faculty Senate from its ranks. The committee selects its own chairperson. If possible, all faculty members of the Faculty Affairs Committee should be senators. However, as the Academic Affairs Committee and the Faculty Affairs Committee often meet on the same day and time, if a Major Academic Unit has three or fewer senators, or the School of Law or Mabee Library/CRC has only one senator, the Faculty Senate President, after consulting with the relevant unit, may make special appointments of non-senators to the Academic Affairs Committee or Faculty Affairs Committee to ensure adequate representation from these units. If appointments of non-senators must be made, the minimum proportion of the faculty members of the Faculty Affairs Committee that will be senators is 2/3.

Rationale: This is being recommended because the constitutional representation requirements of the Academic Affairs and Faculty Affairs Committee become impossible to fulfill if the two committees meet on the same day and time (usually the “off-Senate” Monday afternoons) and there are two or fewer senators from each major academic unit, or only one senator from the School of Law or Mabee/CRC. (For example, at the present time we have one senator from Mabee Library, who is on Academic Affairs. This person cannot also attend Faculty Affairs.) This will also ensure senators from smaller units will not become overwhelmed with their senatorial duties.

Financial Implications: *None*

Proposed Effective Date: *Immediate*

Request for Action: *Approval from Faculty Senate, then General Faculty*

Approved by: *Faculty Senate on date*

Attachments **No**