Washburn University Meeting of the Faculty Senate December 1, 2014 3:00 PM Kansas Room, Memorial Union

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- II. Approval of Minutes of the Faculty Senate Meeting of November 3, 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. Q & A with Richard Liedtke, Executive Director of Enrollment Management and Kris Klima, Director of Admissions
- VII. Faculty Senate Committee Reports

Approval of Academic Affairs Minutes from 9-22-14 (pp. 5-6)

VIII. University Committee Reports

Receipt of General Education Course Review Committee Minutes of 10-21-14 (pp. 7) Receipt of Honors Advisory Board Minutes from 9-3-14 (pp. 8-9)

IX. Old Business

15-04 Constitutional Amendment 1 from Executive Committee (pp. 10-11)

15-05 Constitutional Amendment 2 from Executive Committee (pp. 12-13)

15-07 New CJ Major Emphasis in Forensic Investigation (pp. 14)

15-08 New Gerontology Minor (pp. 15-16)

15-09 Information Literacy Course Designation (pp. 17)

- X. New Business
- XI. Information Items

Ryan Alexander: information regarding graduate course numbers

- XII. Discussion Items
- XIII. Announcements
- XIV. Adjournment

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

PRESENT: Alexander, Ball, Berry, Chamberlain, Fay, Florea, Francis, Frank, Friesen, Jackson, Kwak, Lunte, Mach, Mapp, McHenry, Moddelmog, Palbicke, Pembrook, Perret, Petersen, Porta, Russell, Sadikot, Sanchez, Schbley, Schmidt, Schnoebelen, Scofield, Stevens, Stevenson, Sun, Weiner, Wisneski

ABSENT: Childers, McConnell-Farmer, Routsong, Rubenstein, Smith, Sourgens, Treinen

- XV. President Ball called the meeting to order at 3:05 pm
- XVI. Minutes of the Faculty Senate Meeting of October 6, 2014 were approved.
- XVII. President's Opening Remarks: None
- XVIII. Report from the Faculty Representative to the Board of Regents:
 - A. Ball attended the meeting on October 30th; key ideas:
 - a. There will be a meeting of the Regents on the November 16th regarding enrollment issues which might generate information;
 - b. Dr. Nan Palmer was approved as Professor Emeritus;
 - c. The Technology Steering Committee was named the Committee for Data Governance under the new data management system.
 - d. The new residence hall was discussed; a call for bids will be going out in December. They hope to decide in February so that work will begin soon after;
 - e. There's an extra paid day of holiday this year.

XIX. VPAA Update—Dr. Randy Pembrook:

- A. Follow up on the new residence hall—it will be a very aggressive construction schedule, set for beginning March of next year (trying to get it open in March of 2016). He added that a parking proposal to offset the loss of lots due to construction is set to come up at a Board of Regents meeting soon.
- B. The Tilford Conference on Diversity occurred October 20-21 in Emporia. Next year it will be in Pittsburg. Miguel Gonzalez-Abellas is our representative on the planning committee. For Washburn's part we'll be working toward a strategic plan on diversity in the near future.
- C. Thanks for those who came to the NSSE presentations. Strongest point for us
 - a. We were above the average against all comparable groups in categories relating to building connections with students.
 - b. Challenges from the data: our students work more than their peers (at least 10 hours a week for 1st and 2nd year students; more than 16 hours on average for seniors or those students in their final years—significantly above our peer institutions).
 - c. Our students are reporting less in terms of group or collaborative assignments or presentations in their classes when compared with other institutions (Pembrook is not sure what to do with this information).
- D. KBOR meeting in October: They are strongly pushing a way to unify a system for analyzing prior learning (testing for it, fees, processing issues for degrees, etc.)—They're trying to

- make a system-wide approach. Petersen asked what was driving this. Pembrook answered that it was military students and the data indicating that more and more Kansans will have a post-graduate credential in the near future.
- E. Washburn was approved in round 4 for the Department of Labor grant worth \$4 million that will go for simulation centers for the School of Applied Studies. We'll be ordering equipment for this soon.
- F. On the 24th of October, we took 20 WU faculty, staff, etc. to Allen County Community College to tour the campus to see if we can help foster greater collaboration and ease of transfer to improve our relationship in the near future. We will try to get another done in the spring semester, probably at Highland Community College. We'll also probably have Allen County officials visit our campus to show we value this relationship.

XX. Faculty Senate Committee Reports: NONE

XXI. University Committee Reports:

- A. The Faculty Development Grant Committee Minutes were received.
- B. The Small Research Grant Committee Minutes were received.
- C. The Curriculum Development Committee Minutes were received.
- D. The International Education Committee Minutes were received.
- E. The Graduate Council Minutes were received.
 - a. Ryan asked everyone to be aware of the numbering change for this coming down the pike.

XXII. Old Business:

A. 15-06 Constitutional Amendment 3 from Executive Committee was approved; it will be forwarded to the General Faculty.

XXIII. New Business:

- A. 15-04 Constitutional Amendment 1 from Executive Committee was discussed (this was a first reading of a revised version of this amendment).
 - a. Porta asked questions about the implications of the phrasing of "at least 2/3" in the new paragraph.
 - b. Petersen responded that the voice and representation is the reason; the most diverse voice, the better on these types of issues. We need the greatest number of faculty involved as possible. As such, reducing the 2/3 to 1/2 would even work.
 - c. Schmidt added that since these committees often do the first reading on the proposals that the full Senate hears, that representation is important.
 - d. Petersen said that even though they're a subcommittee, they don't have to be constituted in the same way.
 - e. Pembrook said at the end of the day the entire faculty will vote on it, so do we view the body as one that generates ideas or coordinates them.
 - f. Ball said that it is a logistical issue; she doesn't feel it's as important that they are all senators, just that all areas are represented in some way on these committees.
 - g. Porta wondered if there is an advantage to concentrating power on these committees in the Senate.
 - h. Stevens responded that the fact that Senate is elected means that the majority of people on these committees should be from the Senate.

- i. Petersen said that these people don't need to be appointed by the Senate President; they could be appointed by area heads. He's raising the issue because he views this as a value-based approach to representation.
- j. Ball responded by indicating that she just wanted some direction for where to go with the proposal from here.
- k. Petersen: Are we solving the problem with the proposal, or are we defining the nature of representation?
- I. Ball closed first reading; she noted that her sense was that we want the unit or area will select a person for the committee rather than the Senate President.
- B. 15-05 Constitutional Amendment 2 from Executive Committee was discussed (this was a first reading of a revised version of this amendment).
 - a. Ball announced that similar changes to 15-04 would be made here (wording and inclusion of School of Law). No one had anything to add; Ball then closed first reading.

XXIV. Information Items: NONE

XXV. Discussion Items:

- A. A possible invitation to Richard Liedtke, Executive Director of Enrollment Management was discussed. Petersen spoke on this; he noted that based on issues of transparency, he proposed bringing in Liedtke to prevent the spread of false rumors about enrollment. He wants to know what the strategic plan for improving enrollment and attracting new students is because, as a faculty member, he doesn't know. Since Farley has asked us to be more involved in recruitment and retention of students, he wants to know how to go about doing this. He added that this would need to be done with precautions; we don't want him to feel attacked or scapegoated, so it should probably be as an information item. This could be done in other venues, or maybe not even done face-to-face, but the discussion should happen and people should be able to ask questions.
- B. Ball added that she didn't want to make this decision unilaterally, and thus, wanted feedback (hence the discussion item). She thought this was important if Washburn was facing a 'new normal' with regard to enrollment management; that we should invite him as a first step to talking about this.
- C. Pembrook said that he believed that part of this call is probably going to be coming from the president's office soon (after the start of the next year). He asked if we should talk to Liedtke or wait for word from Farley (though he noted that Liedtke would likely have much information to offer about these issues).
- D. Schmidt added that Liedtke may help us clarify the context of the problems we're experiencing. What for instance are the "talking points" that we're supposed to use? This visit might be helpful before we get assigned something to do by Farley.
- E. Pembrook agreed, saying that we should be able to establish what the differential advantage is. He said that the invitation should be framed in such a way as to foster a collaborative approach to the meeting.
- F. Ball will invite Liedtke for a visit during our December 1st meeting.

XXVI. Announcements: NONE

XXVII. President Ball adjourned the meeting at 4:03

Academic Affairs Committee Meeting September 22, 2014 Meeting Minutes

Committee members in attendance:

Sungkyu Kwak
William Mach
Tony Palbicke
Mike Russell
Shaun Schmidt (Chair)
Barbara Scofield
Barb Stevenson
Randy Pembrook (ex officio)

Not in attendance: Ryan Alexander Brendan Fay

The meeting was called to order by the Chair, Shaun Schmidt at 3:00 p.m.

1. Minutes from the August 25, 2014

The minutes were sent to the committee prior to the meeting for review. The minutes were approved and will be forwarded to Faculty Senate.

- 2. New Business
 - a. Kansas Studies Proposal:

Tom Schmiedeler provided an overview of the proposal of the new course for the Kansas Studies program. To increase Kansas Studies minors, it was suggested to Tom by the Program Review Committee that an integrative course be offered by the Center for Kansas Studies that might attract students, particularly international students, who will have the opportunity to learn about the setting for their international university experience. This course proposal, then, is a direct response to correcting the most salient deficiency cited in the review of the Kansas Studies unit.

Several modifications were requested to the agenda item and to the interdisciplinary studies review form. After discussion, the committee members voted to approve the agenda item, with the modifications. Based on the approval, this will be forwarded to Faculty Senate.

b. Deletion of Associate of Science, Approval of Associate of Arts in Laboratory Science

Shaun Schmidt provided an overview of the two agenda items. The intent of these is to bring the focus of the curricula in line with the changes made by KU, which is where most of our students transfer to after completion of the associate degree. Shaun indicated in his explanation these changes will change the focus of the AS degree to the balance of the AA degree, and thus the program meets the spirit of the KU core.

Two modifications were requested to the agenda item. After discussion, the committee members voted to approve the agenda items, with the modifications. Based on the approval, this will be forwarded to Faculty Senate.

A motion to adjourn was made and seconded. All approved and the meeting was adjourned at 4:00 p.m.

General Education Course Review

Committee Meeting

October 21, 2014

Members Present: Elise Blas, Cheryl Childers, Annie Collins, Sarah Cook, Vickie Kelly, Donna LaLonde, Dmitri Nizovtsev, Kelly Watt, Roy Wohl, Nancy Tate

Not in attendance: Bradley Siebert

Dr. Tate convened the meeting with a welcome to the new committee meetings. This committee is to review new courses submitted for General Education consideration in October. Although we meet in October of every year, the committee has been asked to again convene in February to review new courses as well as the review of existing courses due to confusion regarding the deadlines for submission. The committee members agreed to this additional review.

- 1. The new General Education course proposal <u>CM 101 Computer Concepts and Applications</u> was reviewed. After discussion, the committee conditionally approved this course for general education Natural Sciences and Mathematics/Information Literacy and Technology (ILT) with the recommendation that information be provided regarding which assignments are to be assessed for which SLO and then the percentages of each.
- 2. The new General Education course proposal <u>IS 340 Kansas Studies</u> was reviewed. After discussion, the committee conditionally approved this course for general education Social Sciences/Global Citizenship, Ethics and Diversity (GED) with the recommendation that a targeted rubric be developed to associate with the essays required in the course.
- 3. The new General Education course proposal MU 120 Foundations of Music Theory was reviewed. After discussion, the committee conditionally approved this course for general education Humanities/Creative and Performing Arts/Communication (COM) with the recommendation that the objectives needed targeted language. Suggestions to include words such as Music theory, oral skills, and musical skill in the objectives would help clarify what the objective is and/or means.
- 4. The new General Education course proposals <u>HN 301, 302, and 303</u> were reviewed. After discussion, the committee asked that all three courses be resubmitted. It was suggested that objectives should be provided and not left to the discretion of each instructor and that each objective should be written to the appropriate level of taxonomy. The syllabus should be completed with typographical errors corrected.

The meeting was adjourned at 3:40 p.m.

Honors Advisory Board *Minutes*

Wednesday, September 3, 2014 12 – 12:50 PM Crane Room

Present: Martha Imparato, Danny Funk, Michael Gleason, Jonathan Tyler (HSC Rep.), Jean Sanchez, Andrew Herbig, Brad Turnbull, Jennifer Ball, and Michael McGuire (Chair).

Call to order

- I. Minutes from previous meeting approved.
- II. Welcome to New Members of the Honors Advisory Board
- III. Honors Student Council Report (Blaire Landon)
- IV. Unfinished Business None
- V. New Business
 - A. Review of Honors Advisory Board Roles
 - 1. Curriculum & Assessment
 - a. Major purpose was to assist with the review of Honors Course Proposals and to help with creation of new honors courses
 - Need to review process for proposing courses and, in general, curriculum for honors students
 - c. Assist with questions regarding assessment
 - d. Current members volunteered: Jennifer Ball, Andrew Herbig, Jean Sanchez, and Jonathan Tyler
 - 2. Admission purpose
 - a. Major purpose to assist with reviewing applications
 - b. Need to schedule a meeting in which we discuss the application materials and process
 - 3. Scholarship purpose
 - a. Major purpose is to assist with reviewing apps

- b. Have new scholarship money textbook scholarships
- 4. Appeals purpose
 - a. For students who do not get into program
 - b. For students who fail to meet requirements two consecutive semesters
 - c. Need to establish more clear process for this role
- 5. Will combine Scholarship with Appeals to form one subcommittee. The following have volunteered for this subcommittee: Danny Funk, Michael Gleason, Martha Imparato, and Brad Turnbull.
- B. Course Proposals
 - 1. Summary of Previously Reviewed Course Proposals
 - 2. Discussion of Procedure for future semesters
- C. Goals for Semester and Year
 - 1. Review Program Review Comments
 - 2. Letter from Dr. Pembrook
 - 3. Assessment

VI. Announcements

- A. Next Meeting: Wednesday, November 5 (Noon) in
- B. Spring Banquet scheduled for Tuesday, March 25, BTC
- C. Recap of Program size
- D. Etiquette Dinner: November 12, Bradbury Thompson
- E. Quest Super Saturday: December 6, Memorial Union & Henderson

VII. Adjournment

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, if a Major Academic Unit has three or fewer senators, or Mabee Library/CRC has only one senator, the Faculty Senate President may ask the relevant unit(s) to elect a non-senator to the Academic Affairs Committee or Faculty Affairs Committee to ensure adequate representation from this (these) unit(s). 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.

Rationale: This is being recommended because the constitutional requirement that the Academic Affairs and Faculty Affairs Committees each have two representatives from each major academic unit and one from 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 Mabee/CRC. (For example, at the present time we have one senator from Mabee, who is on Academic Afffairs. 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

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, if a Major Academic Unit has three or fewer senators, or Mabee Library/CRC has only one senator, the Faculty Senate President may request the relevant unit(s) elect a non-senator to the Academic Affairs Committee or Faculty Affairs Committee to ensure adequate representation from this (these) unit(s). 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 Afffairs. 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

	Submitted by:	Ryan Alexander, PhD 670-2075					
	SUBJECT:	Criminal Justice Proposal for a new emphasis in Forensic Investigations					
DESCRIPTION: This is a proposal for a new emphasis within the Criminal Justice Major. This emphasis, Forensic Investigations, will allow students to graduate with practical experience and educational acumen in the field of evidence identification, collection, and preliminary analysis. The current partnership with the Kansas Bureau of Investigation (KBI) Crime Laboratory allows for added classroom space, equipment, and potential shared educational opportunities.							
	RATIONALE: This emphasis is recommended because of the demand for educated evidence collection technicians and police have grown. Educational opportunities with a focus on this area of instruction and skills is currently difficult to obtain in Kansas. The U.S. Department of Labor reports that demand for employees with these specialized skills will grow by at least 6% in the coming years. Police departments have begun to recognize that employees with specialized skills concerning evidence identification, collection, and preliminary analysis not only save them resources but also preserve the integrity of criminal cases. This area of criminal justice specialization has garnered the interest of students seeking to fill the current void. Forensic science and forensic investigations are typically very popular courses at Washburn and there has been much interest from current students as well as students currently considering attending Washburn upon graduation from high school or as transfer students.						
	member. This n	cations: There is a request in the formal proposal for a new 12 month tenure-track facultinew member as proposed would be essential to the success of the new program. Expertise of the faculty in the Criminal Justice Department does not include a person with					

the expertise needed to implement the program. Adjuncts from the KBI would also be used to

Request for Action: Approval by AAC/.FAC/FS/ Gen Fac, etc

Approved by: AAC on date

FAC on date

Faculty Senate on date

Attachments Yes
No

supplement courses as well.

Proposed Effective Date: Fall 2016

Date:

11-13-14

Date: 10/31/2014

Submitted by: Deborah Altus, Ph.D., Professor, Human Services Department, x1951

SUBJECT: Gerontology Minor

DESCRIPTION: The proposed Gerontology Minor is a program of study devoted to the examination of aging from an interdisciplinary perspective. Courses will examine the theoretical, biological, psychological, societal, political, legal, and medical aspects of aging. The minor is 18 hours, with a 9 hour core and 9 hours of electives. The required core consists of: HS 378 (Theories on Aging), PY 212 (Psychology of Adulthood and Aging), and BI 260 (Biology of Aging). These courses will provide a solid foundation for the minor, giving students an understanding of bio/psycho/social correlates of the aging process. Students will select 9 hours of electives from a list of 22 courses currently offered by CAS, SAS and Nursing. These electives will allow students to explore particular interests within Gerontology, such as public policy, health care, elder law, mental health, communications, disability, and wellness. Six hours must be upper-division. The minor will be coordinated by Dr. Deborah Altus in the Human Services Department.

RATIONALE: As our population ages, we need a workforce that is knowledgeable about issues related to aging. According to the Bureau of Labor Statistics, careers related to caring for older adults are projected to grow by as much as 22 percent across the next decade -- much faster than the average for all occupations. The Association for Gerontology in Higher Education (AGHE) points out that "by the middle of the 21st century, one in five Americans will be over 65, and there will be 15 to 18 million persons over the age of 85. These growth trends will result in a demand for professionals with knowledge and expertise in aging. Expanded career opportunities in gerontology and geriatrics are forecast in many disciplines and professions." AGHE also adds that "the teaching of Gerontology in higher education is in a period of unprecedented growth." There are at least 113 colleges and universities across the United States that provide undergraduate and/or graduate degrees and certificates in Gerontology. In comparison, Washburn University's opportunities in Gerontology have been relatively slim. Currently, only those students majoring in Human Services may obtain an area of concentration in Gerontology. Students in other majors may obtain courses here and there in Gerontology, but not in an organized fashion that will lead to a certificate, minor or degree. The proposed minor will allow students in any major to take an organized sequence of courses that leads to a useful outcome – a minor. This minor will appear on their transcripts and can be put on their resumes. It will prepare them to meet the increasing workforce needs of our aging society or to pursue graduate study in Gerontology or a related field.

Financial Implications: None.

Proposed Effective Date: Fall 2015

Request for Act	tion:						
Approved by:	Human Services Department:	9/09/2014 9/16/2014					
	SAS Curriculum and Policy Committee:						
	SAS Faculty Council:	9/19/2014					
	Interdisciplinary Studies Committee:	10/31/2014					
AAC: November 10, 2014							
Faculty Senate:	:						
General Faculty:							
Attachments Yes □ No □							

Date: October 21, 2013

Submitted by: Sean C. Bird, x1550

SUBJECT: Information Literacy Designation

DESCRIPTION: Currently the course designation for current and proposed Information Literacy courses is IS (Interdisciplinary Studies). This proposal requests a change of the course designation to IL: Information Literacy

RATIONALE: Information Literacy is a key component of the new Washburn University Student Learning Outcomes, and the Washburn Librarians are preparing to propose the creation of a primarily online Information Literacy minor. The IL course designation would allow students to more effectively identify the primary courses within said minor and enhance the clarity of the minor on their transcripts. The expectation is that this minor will be sought after by students seeking an online minor and/or those who intend to pursue graduate studies in library science, law and other research intensive fields.

Financial Implications: None

Proposed Effective Date: Spring 2015

Request for Action:

Approval by:

Dean of University Libraries October 21, 2013
Faculty Library Committee October 23, 2013
Interdisciplinary Committee October 31, 2014

AAC

Faculty Senate General Faculty

Attachments Yes No