

CFC Meeting Agenda

Monday, Oct. 7, 2019, 4 p.m., Kansas Room

Seid Adem
Sarah Cook
Kristin Grimmer
Danielle Head
Rik Hine
Alexandra Klales
Wonjae Lee
Rebecca Meador

Michael McGuire
Linsey Moddelmog
Gretchen Montgomery
Julie Noonan
Michael O'Brien
Holly O'Neill
Vince Rossi
RaLynn Schmalzried

Jim Schnoebelen
Bradley Siebert
Josh Smith
Cherry Steffen
Nan Sun
Loree Weir
Roy Wohl
Kerry Wynn

- I. Call to Order
- II. *Approval of CFC Minutes, Monday, Sept. 9, 2019
- III. Division Reports
 - A. *Humanities Division March 29-April 3, 2019 electronic
 - B. *NSD Minutes; Sept. 13
- IV. Committee Reports
- V. Old Business
- VI. New Business
 - A. *New program: B.Ed. Government and Political Science
- VII. Discussion
 - A. "Enrollment Trends, Demographics, and the Future Presentation"
 - B. General Education Enrollments
- VIII. Updates
- IX. Announcements
- X. Adjournment

Upcoming Dates:

Reflections on the 1619 Project 7 p.m., Monday, Oct. 7, Henderson 107

Unfollow: An Evening with Megan Phelps-Roper 7:30 p.m. Tuesday, Oct. 8, Washburn Room

26th Annual Literature Fest 9 a.m. to 2:30 p.m. Thursday, Oct. 10, Washburn Room

Faculty Showcase Concert 7:30 p.m., Friday, Oct. 11, White Concert Hall

Education Department @ Topeka Science & Tech Fest 10 a.m. to 2 p.m., Saturday, Oct. 12, 700-block S. Kansas

Jenna Erickson BFA Art Show Oct. 16 - 25 @ Art Building

Jazz Ensemble Concert 7:30 p.m., Thursday, Oct. 17, White Concert Hall

Fall Choral Concert 3 p.m., Sunday, Oct. 20, White Concert Hall

Percussion Ensemble Concert 7:30 p.m., Friday, Oct. 25, White Concert Hall

Deadline to apply for 2020 Faculty Colloquium October 25 to jason.miller2@washburn.edu

Vocal Studio Concert 7:30 p.m., Monday, Oct. 28, White Concert Hall

Non Nobis Solum: The Pilgrims' Legacy in Kansas and Washburn University's Congregationalist Roots 3 p.m., Monday, Oct. 28, BTAC

CAS Fall Potluck 9 a.m. to 12:30 p.m. Oct. 31 @ CAS Office, MO 209

CFC Meeting 4 p.m. Nov. 4, Kansas Room

CFC Meeting Minutes

Monday, Sept. 9, 2019, 4 p.m., Kansas Room

Present:	Linsey Modellmog	Bradley Siebert
Seid Adem	Gretchen Montgomery	Josh Smith
Sarah Cook	Julie Noonan	Nan Sun
Kristin Grimmer	Michael O'Brien	Loree Weir
Danielle Head	Vince Rossi	Roy Wohl
Rik Hine	RaLynn Schmalzried	Kerry Wynn
Alexandra Klales	Jim Schnoebelen	
Rebecca Meador		

I. Call to Order at 4:01pm

II. Election of Secretary

Joshua Smith is nominated and is unanimously elected as CFC secretary.

III. Approval of CFC Minutes, Monday, May 6, 2019 – Unanimously approved with the following changes: The term “significance” is used in place of “significant” within the minutes for the section describing the “Program Change Criteria” proposal. These instances will be changed to “significant” in the minutes.

IV. Division Reports

A. NSD Minutes; March 22, 2019 and April 2019 electronic – Accepted

V. Committee Reports – None

VI. Old Business

A. CAS definitions of significant and minimal Program Changes

The proposal regarding “significant” versus “major” changes was discussed. Proposed changes are designed to make wording align more with what Faculty Senate and the University view as a significant change. Changes will not go into effect until the next year when the software change takes place so Banner and Catalog changes can take place at same time. Discussion about the proposal centered on how a unit should be defined. The need to add clarification that a unit is the school was addressed. A change to part “A” of the CAS criteria for defining a program change as significant was made as follows: “The change affects any unit outside of CAS other than the department proposing the change”. - Unanimously approved with the change mentioned above.

VII. New Business

A. Vote on sub-committee membership

Changes made to proposed sub-committee membership. Rebecca Meador moved from Professional Development to Curriculum. Loree Weir moved from Curriculum to Professional Development. - Unanimously Approved

VIII. Discussion

A. Topics to address in the upcoming year

1. Changes to Electronic Processes for Curricular Changes

Kelly Erby is working on updating and making the electronic process for curricular changes more efficient to ensure processes get through faculty governance. Especially important for the various chairs to make sure items move through efficiently.

2. New Proposal for Conference Travel Funding
Current travel funding includes traditional travel to conferences or meetings where one is presenting (Up to \$1100 for Scholarly Presentations but you must be presenting). A new fund called the Professional Development Fund is starting this year. Each fiscal year a faculty member is allotted \$550. If it is not used, it rolls over. With this funding source, presenting at the conference or meeting is not a requirement. This fund can be used to augment the Scholarly Presentation (\$1100) fund. Procedure for reimbursement follows the same guidelines for trip reimbursement. The previous funding sources for attending a conference without presenting or attending a conference for a group in which you are an officer will no longer be available. If some, but not all of the \$550 is used in the same fiscal year, the remaining funds do not roll over.
3. The possibility that General Education courses are experiencing decreases in enrollment. It was observed that attendance is dropping in some General Education classes as a possible result of the push to reduce overall degree hours to 120, thus reducing the amount of General Education courses a student enrolls in.
4. Learning more about Washburn's vision for 2025 put forth by the VPAA.
5. Questions about how the budget for summer courses work. It was determined the Dean will speak with the department chairs so faculty members have more clarity on the matter.

IX. Updates – None

X. Announcement

- A. Sept 16th is the sign-up deadline for the Faculty Success Groups.
- B. Sept 24th is the Distinguished Faculty Lecture by Tony Silvestri.

XI. Adjournment at 5:02pm

Humanities Division of Washburn University
College of Arts and Sciences Minutes
Mar. 29 – Apr. 3, 2019 (online)

Dr. Jim Schnoebelen, Chair of the Division, conducted a meeting via e-mail beginning Mar. 29, 2019.

New business included:

1. Approval of Minutes from March 16 – March 23, 2019 (online)
2. Deletion of the BA in German

Members were instructed to vote by reply to Dr. Schnoebelen's e-mail no later than April 3, 2019 at 5 p.m. to approve the minutes and to vote on the deletion of the BA in German.

On April 1, 2019, Dr. Schnoebelen sent an email reminding Division members to vote by 5 p.m. on April 3.

On April 1, the following e-mails were sent on the record:

- Dr. Courtney Sullivan e-mailed the Division to say that she does not approve the deletion of the German BA because it would set a bad precedent. She clarified that she had not participated due to being on sabbatical.
- Dr. Chris Jones revoked his "yes" vote for deletion of the German BA, pending further discussion, because it did not have consensus within the Modern Languages department.
- Dr. Leslie Reynard revoked her "yes" vote as well and said that faculty on sabbatical should have a voice in such decisions.
- Dr. Ian Smith abstained from voting on the German BA item pending further discussion.
- Dr. Mary Sheldon withdrew her yes vote pending further discussion.
- Dr. Miguel Gonzalez-Abellas e-mailed to clarify that the consensus within the Modern Languages Department is against dropping the German BA. However, following the retirement of Dr. Lunte, the Modern Languages Department was not granted a full-time replacement, and the program cannot be sustained without knowledgeable faculty. Washburn is an outlier among peer institutions in having a BA in German.
- Dr. Corey Zwikstra asked Dr. Gonzalez-Abellas if the faculty no-hire is certain.
- Dr. Gonzalez-Abellas replied that the Department currently has a lecturer to finish graduating majors. However, without double-digit enrollment in intermediate classes, the Department would have no more than an adjunct to offer first-year German.
- Dr. Sheldon asked Dr. Sullivan what course of action she desired.
- Dr. Gabi Lunte e-mailed to say that she opposed the deletion of the German BA and minor because it sets a poor precedent to remove a program when its director retires. The program is viable, and the current first-year German professor holds a

Ph.D. in German and is fully qualified to run the program. Also, Dr. Lunte expressed concern that existing exchange programs (which serve more than just German students). She called on the College to rethink the decision to delete the program.

- Dr. Sullivan expressed gratitude for the support the Modern Languages Department has received, and seconded Dr. Lunte's positions. She also noted that the faculty currently teaching first-year German is a Washburn BA in German.
- Dr. Schnoebelen e-mailed to clarify several points: 1) lack of consensus within the Department is a departmental matter; 2) a program with no staffing should be removed from the books so as not to mislead potential students; and 3) Dr. Gonzalez-Abellas could either check with Dean Stephenson about other options or rescind the action item. Procedurally, Division members who want to change their votes can do so until April 3 at 5 p.m.
- Dr. Liz Derrington asked if it is possible to put a major/minor "on hiatus" during times of staffing shortages. Dr. Schnoebelen replied that no such procedure exists—a program is active or it is deleted.
- Dr. Sheldon said that the Division should not serve as a rubber stamp for decisions that were made for administrative reasons; this item and other such items should instead come up as information items.

On April 2, the following e-mails were sent on the record:

- Dr. Gonzalez-Abellas supported Dr. Sheldon's ideas, and said that it is embarrassing to vote on something that has already been decided; he speculated that if the Division voted against the move it might place the embarrassment elsewhere. He also expressed frustration that a teaching-focused institution would cut a program rather than give new faculty a chance to rebuilt it.
- Dr. Schnoebelen said that, at present, there were enough votes to pass the measure; however, Division members could still change their votes before April 3 at 5 p.m.
- Dr. Reynard asked if it would be an option to table the final vote pending further discussion.
- Dr. Gonzalez-Abellas said that he had spoken with Dean Stephenson, and the College cannot justify the necessary hire with such low enrollment.
- Dr. Schnoebelen said that, given the lack of administrative support for staffing the major, a lack of approval by the Division is unlikely to change anything. However, in response to Dr. Reynard, he clarified that while the Division is not bound by Robert's Rules, it has typically followed them, and thus there are two procedural options:
 1. Someone may move to table the discussion; pending a second and a majority vote, the business at hand would be considered later in the meeting or at another meeting.
 2. Someone may move to postpone indefinitely; pending a second and a majority vote, the business item would not be eligible for consideration at this meeting.
- Dr. Sullivan moved to postpone indefinitely. Dr. Izzy Wasserstein seconded. Dr. Schnoebelen opened voting on the motion, clarifying that at least 18 were needed to reach quorum.

- Dr. Reynard voted to postpone indefinitely.
- Dr. Smith voted against the motion to postpone, and “very reluctantly” in favor of the deletion of the program, because it would be a disservice to students to keep an unstaffed program on the books.
- Dr. Gonzalez-Abellas voted no on the motion to postpone indefinitely because the only reason to postpone would be to avoid rubber-stamping the decision, and that is not worth leaving an unstaffed program on the books.
- Dr. Jones suggested that the Division approve the change at this level (with discussion on the record) and discuss the matter more fully at the CAS meeting.

On April 3, the following e-mails were sent on the record:

- Dr. Wasserstein voted yes to postponing indefinitely, reasoning that faculty should have a voice in decisions, and nobody in Modern Languages is in favor of losing the program. Dr. Danny Wade e-mailed to concur.
- Drs. Sheldon, Karen Barron, and Jones voted yes on postponing, in concurrence with Dr. Wasserstein.
- Dr. Gonzalez-Abellas thanked everyone for support, and expressed a desire to discuss shared governance at Faculty Senate. He argued against postponing the vote because it would be a greater problem to leave an unstaffed program on the books, for the Department (it could negatively impact major recruitment) and for the institution.
- After the 5 p.m. deadline, Dr. Reynard e-mailed to share an article, “John Ervin Kirkpatrick and the Rulers of American Colleges,” by Timothy Reece Cain and Steven E. Gump, concerning the history of shared governance at Washburn.

At 5:56 p.m. on April 3, Dr. Schnoebelen announced via e-mail the results of the meeting. The Minutes for the previous meeting were approved. The motion to postpone indefinitely failed to reach quorum (with only 11 votes for or against) and did not carry. Deletion of the German BA was not approved, with 7 yea votes, 12 nay votes, and 7 abstentions. Dr. Schnoebelen reported the results to the Dean, along with key concerns.

The meeting concluded on Wednesday, April 3, 2019.

Respectfully Submitted,
 Dr. Chris Jones
 Department of Philosophy and Religious Studies
 Secretary to the Humanities Division

Natural Science Division (NSD) Minutes for Friday, September 13, 2019.

- I. Called to order at 2:00 pm by Division Chair Seid Adem.
- II. Election of Secretary – Rick Barker was elected division secretary.
- III. Minutes of the previous NSD meetings (03/22/19) were approved via email as circulated.
The Minutes of the virtual meeting, April 2019 first and second weeks, were approved via email as circulated.
- IV. Introduction of new NSD Faculty –
 - A. Mathematics and Statistics – Melissa Mikkelsen, Math Lab Manager
– David Snyder, Math Coach
 - B. Chemistry – Allen Ayella, Assistant Professor in BioChemistry
- VI. Committee Reports – Travel funds in CAS will be processed differently. The amount will be the same for presenting, \$1100 but there will be \$550 available for travel, unrestricted.
- VII. Old Business – none.
- VIII. New Business –
 - A. The following Computer Information Sciences proposal was approved by the division.
 - i. New Program: Bachelor of Science in Computer Information Science with a Concentration in Data Science
 - B. The following Mathematics and Statistics proposals were discussed.
 - i. The minor Change to Existing Course: MA 230 Mathematics for Middle and Secondary Teachers was approved by the division.
 - ii. The minor Change to Existing Course: MA 204 Number Theory and Discrete Math for Middle School and Secondary Teachers was approved by the division, with a friendly ammendment to the rationale of ‘to provide more flexibility student scheduling’ after the last word ‘necessary’.
 - iii. The New Course: MA 361 Game Design was approved by the division.
 - C. The following Physics and Astronomy proposals were approved by the division.
 - i. New Course: EG 320 Engineering for STEM Educators
 - ii. New Course: PS 318 Earth and Space Science for STEM Educators
- IX. Announcements – none

The meeting was adjourned at 2:31pm.

Minutes respectfully submitted by Rick Barker, Secretary

There was an interesting and informative presentation by Dr. Josh Smith titled “Alibis and Flies: Does the sex of a blow fly matter in estimates of time since death?”

COLLEGE OF ARTS AND SCIENCES NEW PROGRAM REVIEW FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Bob Beatty</u>	<u>Approve</u>	<u>2019-04-26</u>
Division	<u>RaLynn Schmalzried</u>	<u>Approve</u>	<u>2019-05-06</u>
Dept. of Educ.	<u>Cherry Steffen</u>	<u>Approve</u>	<u>2019-05-06</u>
<small>(If relates to teacher certification program.)</small>			
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2019-05-07</u>
Curriculum Committee	<u>Kerry Wynn</u>	<u>Approve</u>	<u>2019-10-01</u>
Accepted by CFC	_____	_____	_____
CAS Faculty	_____	_____	_____

Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____
---------------------	-----------------------------	---------------------------------	----------------------------------

1. Title of Program.

Bachelor of Education (B.Ed.) in Government and Political Science (CIP: 45.1099)

2. Rationale for offering this program.

Many schools are offering more and more courses in political science and government with teachers who exclusively teach government and political science courses. This degree program will allow students to concentrate on government and political science courses as teachers. Also, as other KBOR institutions offer and develop political science B.Ed. 120-hour programs, this B.Ed. will allow Washburn University to remain competitive, as students who wished to teach political science have pursued education degrees at other universities rather than Washburn. The B.Ed. in Government and Political Science will allow students to complete degree requirements within 120 credit hours while continuing to earn the same core curriculum as all other Education majors, acquire adequate content knowledge, and satisfy KSDE 6-12 licensure standards.

3. Exact proposed catalog description.

To be placed in the catalog after the section on the Political Science Minor:

Preparation for Teachers

Bachelor of Education (B.Ed.) in Government and Political Science

The B.Ed. in Government and Political Science provides students with a program to complete degree requirements within 120 credit hours while continuing to earn the same core curriculum as all other Education majors, acquire content knowledge emphasizing government and political science, and satisfy KSDE 6-12 licensure standards.

University Requirements

WU 101: 3 credits; EN 101: 3 credits; MA 112 (or higher): 3 credits; and EN 300: 3 credits. (Note: The B.Ed does not include a Foreign Language requirement).

Total Hours: 12

General Education Requirements

Humanities: GEHU: 9 credits (3 of which must be in AR, MU, or TH)

Social Sciences: 9 credits: EC 200, AN 112, GG 102 (9 credits)

Natural Sciences: GENS: 9 credits

Total Hours: 27

Content Area Courses

PO 106: US Government

PO 107: State and Local Government

PO 225: Intro to International Relations or PO 235: Intro to Comparative Politics

PO 325 (Advanced International Relations) or PO 335 (Advanced Comparative Politics)

PO 371: Special Topics in American Politics

1 Upper Division Political Science course (any)

PO 390: Political Science Research Methods

HI 100: Early World History

HI 101 or HI 102: World History

HI 111: US History I

HI 112: US History II

HI 322: Kansas History

Upper Division History (2 courses, one of which must be non-Western History)

Total Hours: 42

Education Core Courses

ED 155: Teaching Learning and Leadership

ED 285: Educational Psychology

ED 165: Ed. 1: Examining Teaching as a Profession

Ed 275: Ed. 2: Exploring Teaching as a Profession

ED 295: Ed. 3: Experiencing Teaching as a Profession

Ed 395: Ed. 4: Extending Teaching as a Profession

ED 345: Curriculum and Assessment

ED 302: Teaching Exceptional Learners

ED 366: Methods of Teaching Social Studies in Secondary School

ED 410: Secondary Student Teaching (12 hours)

Total Hours: 39

4. List any financial implications.

None

5. Are any other departments affected by this new program? Yes

The Education Department will be affected. Since this is a new program the Education Department will need to update their own information.

Students pursuing the B.Ed will not be required to take Foreign Languages. The History

Department to be positively affected with these B.Ed students taking the seven required History classes associated with the program.