

Washburn University
Meeting of the Faculty Senate

January 28, 2013
3:30 pm Kansas Room Memorial Union

- I. Call to Order
- II. Approval of Minutes of the Faculty Senate Meeting of December 10, 2012 (pp. 2-3)
- III. President's Opening Remarks
- IV. Report from the Faculty Representatives to the Board of Regents
- V. Special Report – Rick Anderson, VPAT, Update on Campus Master Plan
- VI. VPAA Update – Dr. Randy Pembroke
- VII. Faculty Senate Committee Reports
 - A. Academic Affairs Committee Minutes of November 19, 2012 (pp.4-5)
- VIII. University Committee Reports
 - A. Graduate Committee Minutes of October 10, 2012 (pp. 6- 7)
 - B. Graduate Committee Minutes of November 7, 2012 (pp.8)
 - C. Honors Advisory Committee Minutes of November 7, 2012 (pg.9)
- IX. Old Business
- X. New Business
- XI. Information Items
- XII. Discussion Items
- XIII. Announcements

**Faculty Senate
Washburn University**

*Minutes of December 10, 2012
Kansas Room*

Present: Angel, Barker, Fernengel, Fry, Gonzalez-Abellas, Isaacson, Kaufman, Kelly, McMillen, Menzie, Mercader, Ockree, Pembrook (VPAA), Pilgram, Roach, Russell, Schmidt, Sheldon, Ubel, Wade, Wagner, Weigand, Wohl

- I. The meeting of the Faculty Senate was called to order at 3:30 PM. Steve Angel presiding.
- II. The minutes of the Faculty Senate meeting of November 12, 2012 were approved.
- III. President's Opening Remarks.
Angel revisited many of the items that had been accomplished by the Senate this semester, including deletion of KN198, addition of WU 101, addition of MA 112, changes to the gen ed committee, the master's proposals, and many more. Upcoming next semester will be changes to the graduate committee, degree audit information, conflict of interest statement, changes to the faculty handbook, intellectual property, the Quality Initiative, Vision 2022, and programs that will alternate for WU 101. Angel again thanked members for their continued service.
- IV. Report from the Faculty Representatives to the Board of Regents: VP Roach reported that the WU BOR had approved Desire2Learn as the new LMS. They also approved the MAcc, PMPMH, and appropriated \$180,000 for the Washburn Tech website. The BoR was informed that state appropriation may lose up to 8.6% but will need to hear the Governor's proposal.
- V. Report from the Unit - none
- VI. Report from the VPAA – Dr. Pembrook
VP Pembrook asked Senators to hold January 31 for a General Faculty meeting. At that time, they hoped to know more about state appropriations. Around January 1, the Governor will float his financial recommendations, and it depends on the extension of the state sales tax. Any cuts that are determined will first be sent to the Dean's to if it is new positions or if other avenues are available.
VP Pembrook thanked senators for the conversations on November 29 at the Gen Faculty meeting. He also reminded senators that the Master Plan that is being circulated is a 50 year plan, and includes projected facilities that may be built. There are three different version: a diagonal plan, a cross plan, and plan that includes pockets/themes.
Pembrook asked the senators for input on the graduate committee: all senate versus senate representation. Senators expressed support for the senate representative instead of all senate.
He also informed senators of the steps Washburn was taking with the "30 hour" plan. Currently, KBOR has ruled that high school students may take up to 24 hours of college credit while in high school. Washburn would like to add an additional six with various strategies, such as a summer academy prior to their freshman year. Trying to create a package to encourage students to continue on at Washburn, and the CAS is at the center of the conversations. Pembrook also thanked senator Russell for leading the conversations on the Critical and Creative Thinking assessment.

- VII. Faculty Senate Committee Reports –
 - A. Academic Affairs Committee Minutes of November 5, 2012 were accepted.

- VIII. University Committee Minutes
 - A. Assessment Committee minutes from November 15, 2012 were accepted
 - B. Faculty Development Steering Committee Minutes of November 2, 2012 were accepted
 - C. International Education Committee Minutes of November 15, 2012 were accepted.
 - D. Honors Advisory Committee Minutes of October 3, 2012 were accepted
 - E. Library Committee Minutes of November 15, 2012 were accepted.
*minutes from the BOSM will be resubmitted for acceptance.

- IX. Old Business. –
 - A. 12-16 Change to KN Fitness minor– approved, sent to General Faculty

- X. New Business : none

- XI. Discussion Items: none

- XII. Information Items:
 - A. Undergraduate Research day is February 20, 2013. Many good applications were received and the committee is in the process of selecting the ten that will represent WU.
 - B. Apeiron is April 19. Registration opens February 14 and closes March 14.

- XIII. Adjournment – the meeting was adjourned at 4:11 pm

**Academic Affairs Committee Meeting
November 19, 2012
Meeting Minutes**

Committee members in attendance

Debbie Isaacson (by phone)
Vickie Kelly
Royce Kitts
Kandy Ockree
Tony Palbicke
Shaun Schmidt (Chair)
Randy Pembroke (ex officio)

Guests

Roy Wohl, Chair, Department of Kinesiology
Young Sub Kwon, Department of Kinesiology

The meeting was called to order by the Chair, Shaun Schmidt.

I. Minutes from November 5, 2012

The minutes were sent to the committee prior to the meeting for review. The minutes were approved as written (with the correction of a typo) and will be forwarded to Faculty Senate.

II. Kinesiology: Change in Minor in Fitness

Roy Wohl thanked the committee for letting them return to the committee with some clarification regarding their proposal. Roy indicated the proposal is to move the minor in Health and Fitness to a minor in Fitness, and the deletion of the minor from the 2012-2013 University catalog was an oversight. There will not be a cost with this change and after discussion, it was decided to add the wording of “no additional costs” as the financial implications rather than adjunct replacement.

The 2011-2012 catalog section relevant to this proposal will also be attached to the proposal and moved forward to the Faculty Senate.

A motion was made and seconded to approve the proposal to change the minor. This was approved unanimously.

III. Subcommittee Assignments

Shaun asked for updates regarding the assigned subcommittees:

- a. Phase II Gen Ed (KN 198/WU101): Nothing to report at this time.

- b. Graduate Committee: Nothing to report at this time.
- c. Administrative Withdrawal:
Tony reported that a meeting with Richard Liedtke proved to be educational regarding the administrative withdrawal process. There were several points of interest discussed:
- The administrative withdrawal process connects to financial aid, and ultimately how much money the University must return to the federal government if students aren't withdrawal timely and appropriately.
 - Registrar's office will do most of the "work" once they are notified. The thought was many faculty do not know this.
 - The syllabus must show that the faculty could administratively withdraw students and at what point within the semester: first 2 weeks, after midterm or when.
 - Possible guidelines might be necessary for faculty
 - Mr. Liedtke wants the easiest way for faculty to provide the information.
 - More discussion will occur with a report/proposal back to the Academic Affairs committee.
- d. Degree Plan: Nothing to report at this time.

The meeting was adjourned.

Meeting Schedule:

Monday, December 3, 2012 3 – 4:00 pm, Baker Room

Graduate Committee Meeting

October 10, 2012

Minutes

The meeting was called to order at 12:00 p.m. by Dr. Randy Pembroke.

Those present included: Phyllis Berry, Bob Boncella, Shirley Dinkel, Kimberly Harrison, Andrew Herbig, Martha Imparato, *Marian Jamison, Mark Kaufman, Bruce Mactavish, *Jim Martin, Pat Munzer, Brian Ogawa, Randy Pembroke, *Tim Peterson, Dave Provorse, Suzie Pryor, Michael Rettig, Brenda Ridgeway, David Sollars, Courtney Sullivan, Cindy Turk, Kayla Waters, Harrison Watts

*Designate, Presenter/guest

1. A motion was made to approve the meeting minutes and was seconded. September 6, 2012, Graduate Committee Meeting Minutes were approved without objection.
2. Dr. Pembroke asked Dr. Sollars to present the School of Business' Master of Accountancy (MAcc) proposal. Dr. Sollars explained that with the approval of accreditation for the School of Business and with the addition of new faculty he felt it appropriate to consider a Master of Accountancy. Dr. Sollars introduced Dr. Martin and turned the presentation over to him.

After a presentation regarding the research completed and work accomplished in the development of this Master degree, thoughtful questions arose and were answered by Dr. Martin. Those questions included the following:

- **Our current system considers five (5) years of course work or 150 credit hours as a bachelor's degree. With the new program we consider 5 years of course work totaling 150 credit hours as four (4) years towards bachelor and the fifth year as a completion of the master's in accountancy. If a student decides midway in the program to no longer participate will he/she receive a Bachelor's degree?** -Yes
- **In developing the program has there been consideration of changing course numbering?** -We have considered this, but have opted for the current system.
- **What is the potential growth of the program?** -The MAcc is a terminal degree in regards for sitting for the CPA exam. In addition a passage of the Sarbanes-Oxley Act has made CPAs very prized among corporations, small business and accounting firms. This puts a high demand on the available and graduating MAcc students or MBA students. We expect that in the future 20 students will be continuing on to the MAcc program from Washburn University, 10 students would come from other schools, and a significant percentage of international interest. Surrounding universities cannot keep up with market demand.
- **What about staff and funding?** -Accounting faculty cost more to hire and keep as they are in very high demand. We needed six (6) full-time faculty members in accounting. The Business school

admission requires a \$45.00 bump in tuition costs for undergraduate students. The cost is even more for graduate students. This should be sufficient to maintain 20 graduate students and appropriate faculty.

- **Considering the concerns of some who question yet another graduate program on a predominately undergraduate focused campus, why another graduate degree?**-It is a very good program which reaches out to students pursuing a potential terminal degree with a certification of public accountancy, which is the standard for excellence in the corporate world. The MAcc degree allows a graduate to enter into the marketplace immediately.
- **Are these course offerings primarily day-time or night-time?** –MAcc degree can be completed by attending night classes. We will provide what the students need as far as class scheduling. We are nowhere near offering this as an online MAcc degree. However we are looking towards that possibility.

A motion to accept the proposal was offered and seconded. Proposal passed without objection.

3. Dr. Pembroke asked that each subcommittee (Marketing, Capstone/Thesis Guide, Website, Hours/Fees, Numbering System, Graduate Council) consider two overarching question as they continue to work.
 - Who do you need to get involved in order to complete subcommittees work? (e.g., students, community, other faculty)
 - Should the Graduate Committee work towards creating university-wide policies or allow specific policies for each unit? (unified policies, benchmarks on thesis/work/projects, timelines related to these points)

Dr. Pembroke assigned homework for the subcommittees which is to produce an executive summary to report back to the full body.

4. Dr. Pembroke informed the Committee he would schedule future meetings on a monthly basis and would ask subcommittees to report their findings on a rotating basis. Dr. Boncella offered to present first in November. The subcommittee chairs approved the following timeline for reporting their findings back to the full committee.

Report Date	Subcommittee	Chair
• November 7, 2012	Marketing	Bob Boncella
• December 5, 2012	Common Form	Tim Peterson
• February 6, 2012	Capstone/Thesis Guide	Michael Rettig
• March 2013	Website	Kimberly Harrison
• April 2013	Hours/Fees	Harrison Watts
• May 2013,	Numbering System	Dave Provorse
• June 2013	Graduate Council	Cindy Turk (<i>de facto</i>)

5. Announcements:

Dr. Tim Peterson indicated that the common graduate application form is currently postponed until December. He will provide a revised timeline to the Committee. Dr. Pembroke adjourned the Graduate Committee meeting at 1:00 p.m.

Graduate Committee Meeting

November 7, 2012

Minutes

The meeting was called to order at 12:05 p.m. by Dr. Randy Pembroke.

Those present included:

Phyllis Berry, Bob Boncella, Kimberly Harrison, Bruce Mactavish, Brian Ogawa, Randy Pembroke, *Tim Peterson, Dave Provorse, Cindy Turk

*Designate, Presenter/guest

6. Dr. Pembroke asked Dr. Boncella to present the Marketing subcommittee's findings.

Dr. Boncella provided a handout, which explained that Washburn University's graduate programs should be marketed both on and off campus. In order to do this an extended marketing campaign would be needed.

- **Advertise** Washburn graduate programs to increase enrollment;
- **Promote** Washburn graduate programs to increase awareness both on and off-campus;
- **Brand** Washburn graduate programs so they become identified with quality;
- **Focus** on the fact that (with the exception of the MLS) Washburn graduate programs are accredited professional (not research) programs.

Dr. Boncella suggested that the university's current advertising company –Jones Huyett Partners (jhP) - should be asked to:

- Conduct a "discovery process" with graduate programs – individually and collectively.
- Devise a marketing plan that will advertise, promote and brand graduate education as a whole for Washburn University and graduate programs individually.

7. The important points from this meeting include:

- Richard Liedtke should be involved in this marketing plan
- To assist the marketing team we should suggest:
 - Focused meetings with deans and directors take place
 - Jones Huyett Partners send out question to direct the answers toward the discovery process
 - Graduate departments prepare for a "week of discovery" with the Jones Huyett Partners team.

8. At our December 5, 2012 meeting Tim Peterson, Cindy Turk and Bob Boncella will present for the Graduate Council subcommittee. Discussion items include the size and make-up of the committee to receive graduate proposals (named the graduate council? Graduate Academic Affairs) and its relationship to Faculty Senate. Tim Peterson will also present an update of the common graduate form.

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

MINUTES
HONORS ADVISORY BOARD

Wednesday, November 7, 2012
Cottonwood Room – 12:00 p.m.

Present: Michael McGuire (Chair), Jennifer Ball, Marsha Carrasco Cooper, Cheryl Childers, Andrew Herbig, Lucy Hesse, Martha Imparato, Eric McHenry, Denise Ottinger, Sangyoub Park, David Pownell, Brad Turnbull, Ye Wang, and CJ Crawford (Administrative support)

MINUTES

The minutes of the October 3, 2012 meeting were approved as distributed.

HONORS STUDENT COUNCIL REPORT

Lucy Hesse reported that there are six days until the Etiquette Dinner. They have 16 sponsors for the event and received about \$1,800. About half of the sponsors are corporate. Last year, they didn't receive any corporate sponsorship. Table seating will be assigned.

UNFINISHED BUSINESS

Etiquette Dinner Planning Discussion

Michael asked if anyone had any last minute thoughts or ideas for the dinner. No comments were received.

Finalize Core Values for Honors Program

Michael handed out a list with several core value ideas that he had received and asked members to select their top three for the Honors Program to help in the re-drafting of the mission statement.

Mission Statement Draft Review

The board discussed the latest revisions to the mission statement for the Honors Program. The final version needs to be completed by January 7 for submission to the VPAA for the catalog.

NEW BUSINESS

Assessment for Critical Thinking

Michael asked members what tools they use for the assessment of critical thinking and if they could send him examples.

External Advisory Board Suggestions

Michael asked the members for their feedback about possibly developing an external advisory board to strengthen community support. Leadership has an advisory board that is crucial to their program, but they don't have an internal board. It was suggested to add community people to the existing board rather than start another board at this time.

ANNOUNCEMENTS

The Honors Student Council is hosting a tailgate for the last home football game on November 10. It will be from 11:30 a.m. to 1:00 p.m. at the southeast corner of Henderson.

The Etiquette Dinner is November 13 at 6:30 p.m. in the Washburn Room.

The next Honors Advisory Board meeting is Wednesday, December 2 at 11:30 a.m. in the Lincoln Room.

This is the appreciation lunch for the board. CJ will be sending out a reminder and request for RSVPs/regrets.

The meeting adjourned.