



## Faculty Senate Minutes

April 12, 2016

*Primarily paperless, [wou.edu/facultysenate](http://wou.edu/facultysenate)*

### **3:15 – 3:30 p.m.**

*Better Know a Colleague* (informal gathering, optional)

### **3:30 – 5 p.m.**

*Business Meeting*

1. Call to order 3:30 p.m.
2. Call of the roll:  
Senators in attendance: Chehalis Strapp, Joel Alexander, Paul Disney, Bojan Ilievski, Scott Morse, Kevin Helppie, David Janoviak, Rebecca McCannell, Lyra Behnke, Mike Olivier, Bob Hautala, Jennifer Taylor, Claire Ferraris, Jaime Marroquin, Cornelia Paraskevas, Thomas Rand, Bryan Dutton, Amy Harwell, Laurie Burton (for Cheryl Beaver), Matt Ciancetta, Shaun Huston, Isidore Lobnibe, Scott Tighe, Mark Van Steeter, Carmen Caceda, Chloe Hughes, Marie LeJuene. Camila Gabaldon, Thaddeus Shannon, Diane Tarter  
Ex-officio in attendance: Laurie Burton, Katherine Schmidt, Melanie Landon-Hays, Stephen Scheck, Rex Fuller
3. Corrections to and approval of minutes from previous meeting  
Approved
4. Institutional Reports
  - 4.1. Laurie Burton, Faculty Senate President

#### **Accreditation**

The Executive Committee had a good conversation with the accreditation team yesterday, and yesterday we also had a fairly good turnout at the open faculty session. This morning I sat in on the AFSC/GEC meeting as well. The accreditation team asked a lot of interesting questions about how we are achieving our mission and core goals. I am looking forward to tomorrow morning's 10 a.m. site report and I hope to see some of you there.

#### **Faculty Board Representative**

The next WOU Board of Trustees Faculty Representative term will be July 1, 2016 – June 30, 2018. For this confirmation cycle, the WOU Board of Trustees Faculty Representative will be confirmed in September 2016.

Per the Executive Committee action plan from April, 2015, we will have an open election for the Faculty Senate recommendation for our next WOU Board of Trustees faculty representative. Our current representative, Dr. Cornelia Paraskevas, is eligible to apply for a second two-year term of service as the WOU Board of Trustees faculty representative. Per the chair of the WOU Board, "One consideration, among many, is the stability and continuity of the Board as it is nearing the end of its first year of governance – the activity of all Trustees during their first year was largely limited to organizational activities."

In collaboration with Dr. Paraskevas, the Executive Committee has defined the following process.

1. Interested faculty will submit a letter, by 4/29/16, to Laurie Burton providing background information and addressing a series of questions available in the document "WOU Governing Board Faculty Representative Election Process" posted at [wou.edu/facultysenate](http://wou.edu/facultysenate).
2. This information will be posted in the secure log in Moodle shell "WOU Board of Trustees Faculty Representative Spring 2016" (under the committees category).
3. The list of interested faculty will be announced via a [faculty@wou.edu](mailto:faculty@wou.edu) email on May 1, and a secret ballot election in which each senator votes for three faculty from this list will be held during the May 10, 2016 Faculty Senate meeting.
4. The Executive Committee will provide a list of selected faculty to the Board of Trustees chair, Dr. James M. Baumgartner, who will send his recommendation to Governor Kate Brown, who makes the final selection.

Further detail is available in the posted memo at [wou.edu/facultysenate](http://wou.edu/facultysenate).

This entire process will also be announced via [faculty@wou.edu](mailto:faculty@wou.edu).

### **Strategic Planning**

The Executive Committee received information from 13 faculty interested in serving on the Strategic Planning committee, and after much deliberation, forwarded our recommendations to President Fuller. Dr. Fuller will announce further details regarding the Strategic Planning process.

### **2016 - 2017 Faculty Senate Officer Elections**

The candidates are:

Faculty Senate President: Dr. Adele Schepige, Division of Teacher Education

Faculty Senate Vice-President: Mr. Paul Disney, Division of Business

Faculty Senate Secretary: Dr. Melanie Landon-Hays, Division of Teacher Education

Are there any nominations from the floor?

Chehalis Strapp nominated Joel Alexander for Faculty Senate president.

Elections for officers will be held (by ballot) at the next meeting, April 26, 2016.

As a reminder, for the 2016 - 2017 Faculty Senate Senators and At-Large Senators, per the Faculty Senate Bylaws:

#### **II. 1: Elections to the Faculty Senate**

Each of the faculty units elects its representatives. Representatives are elected by majority vote. Elections are conducted during spring term each year.

3.3.8

Both present and newly elected faculty senators should attend the second regular May meeting of the Faculty Senate.

**2.2 Election of at-large senators takes place during the second Faculty Senate meeting in May.**

### **AFSC**

The Assessment Facilitation Steering Committee, with the support of Provost Scheck requests data from general education courses. The co-chairs Dr. Erin Baumgartner, Biology and Mr. Paul Disney, Business will describe this request.

#### 4.1.1. General Education ULOs, Assessment Facilitation Steering Committee

Co-chairs: Erin Baumgartner and Paul Disney

- Faculty led committee but includes administration. Charged to help with the process of facilitating the collection of and dissemination of that data across campus. Conducted a self-study about this and it has been affirmed across campus.
- Will be initiating department / division conversations about this. So far, WOU has done a nice job defining the Q designation.
- Sending a team to Boston early this summer, so the recommendation being made is going to help us fulfill these tasks.
- The provost has asked the following:
  - By June 1<sup>st</sup> this year: identify an assignment that gives students an opportunity to demonstrate achievement of the LEAP value rubrics in your general education course?
  - Courses with multiple sections may decide they want to use a common assignment...show how it aligns with one LEAP rubric and how does it align...what are levels of competency that represent acceptable performance on that feature?
  - Example from Erin's practice: Used her course information, the GELO rubric and then talked about her assignment (lab write-up) and how it fits the rubric.
  - Help is available for this. Rubrics can be accessed online. Learning outcomes are posted, the LEAP rubrics are posted and conversations are being scheduled. The Center for Academic Innovation as well as members of the AFSC team will be able to help. Dan Clark is scheduling meetings to help.
  - Reminder that the Faculty Senate voted for adoption of LEAP outcomes.
- There was some discussion about why the Gen Ed committee involvement in this process as well as the relationship between the two committees. The goal of the AFSC committee is to give information to the Gen Ed committee to use as they align the recommendations for Gen Ed with AFSC data and LEAP goals.

#### 4.2. Rex Fuller, University President

- Update BOT meeting on April 27. Meeting will be livestreamed. Plan is to do this going forward. Faculty and staff coffee with Board members prior to the Board meeting. It will be in the Ochoco Room from 1 - 2 pm.
- The Board will be acting on our undergraduate tuition. In March an approval to consider up to 3.3%. Our formal recommendation is 2.6% and an affordability grant program has been instituted so that families with an estimated family contribution (EFC) of zero will see no increase. WOU is ceding revenue to keep us affordable.
- Update on enrollment: Spring shows that we see a bit of shrinkage compared to last year. Current number as of today; we're down about 50 FTE compared to spring of last year. Soon we will be able to do a year-end total. We are in the range of 2-5%. Within the numbers, there is good news: degree seeking graduate program has increased and exceeded last year. Applications are being monitored to hold steady and financial aid is being packaged so that it is a valued choice.

- Accreditation is happening and there will be exit interviews for 15 minutes tomorrow. Findings will come in two categories: positives and concerns. This report will be a springboard into our Strategic Planning process.
- Dr. Laurie Burton will co-chair the Strategic Planning Committee with me. The names will be identified for this 25 person planning committee this week. 25 individuals—10 faculty (division chairs and Faculty Senate nominated members). First meeting will be April 22.
  - Ginny Lang will be a facilitator for this process. She has consulted for the council of president's this past year. We're excited to be at that point where we can go forward with the planning process.
  - A first for the committee will be a review of the mission statement. The group of 25 will go out and have dialogue on this process. By Fall, there should be drafts for review by September and the hope is to finish by January.
- Thanks to Dr. Dutton for a beautiful Arbor Day celebration and the profiling of legacy trees by our students.
- There was a faculty request and some discussion about capacity with housing and using residency halls as a possibly more affordable option than Monmouth housing.

#### 4.3. Stephen Scheck, University Provost

- Updates: extending online enrollment through Thursday night gave students the opportunity to register online and avoid unnecessary blue form paperwork – a 38% decrease in blue forms filed compared to previous term. Specific trends between Spring and Winter terms can be seen in the provost report. Looking for feedback on these areas: 1) what were the glitches? 2) Where have we benefited? 3) Where have we been harmed in relation to waitlist? 4) When should we turn off the waitlist? Send comments to Amy Clark.
- AIC did forward a list of recommended proposals for funding. One of the proposals on the list that was not funded was more a research project than a project building infrastructure here on campus—point was to a keep a distance between AIC and faculty development committee tasks. The provost asked AIC for additional recommendations on video equipment to be housed in departments vs. video equipment to be housed in the library.
- Point of information: the Academic and Student Affairs Committee (ASAC) of the Board is meeting telephonically from 10 to 11:30 am, this Friday in the Ochoco Rm. Go to the WOU BOT website and look at committees and public dockets, on this Friday's docket, WOU's plan for educator equity, which is required by HB 3375, will be looked at. Graduate certificate for dual language/ bilingual certification will be vetted.
- The ASAC will be briefed on new admissions information. Highlights: changing the GPA requirement from 2.75 to a preferred GPA of 3.0 and have students include class rank to better assess the standing of students. We will become an ACT / SAT test optional University. Students who want to compete for presidential awards and other scholarships will still need to take these. National data shows the high school transcript is much more predictive than ACT / SAT scores of student retention in college. This will be for 2017 and will help build in equity for families who can't afford tests or test prep, etc. In addition, all freshmen applicants will have to send in one letter of recommendation from a teacher or a counselor. At the request of students affairs and the CARE team, a policy will be for implemented for applicants who are ineligible to enroll at another school because of disciplinary issues, can't be admitted here. We don't want the students kicked out from another university to come here and become our problem.

- Ella Taylor and Christina Reagle hosted a grant-writing workshop last Friday. Several students referenced Lars Soderlund's grant writing class and these UG were participating and felt prepared for job placement. Commended Lars for directing students to this and encouraged all faculty to participate in these types of workshops. It takes the tension down a notch or two on what is involved in developing grant proposals.
- There was some discussion about SIRS data and the PRC process. There is some concern over the open-ended questions. Faculty were assured that the administration would not have access to open-ended statements collected by the College Net evaluation system. The faculty CBA does not permit using open-ended comments in evaluation of faculty.

## 5. Consideration of Old Business

### 5.1. No old business

## 6. Consideration of New Business

### 6.1. Division of Business and Economics Tenure Track Faculty Staffing Levels

Keven Malkewitz, Division of Business and Economics

- Presented a proposal to have the Faculty Senate recommend the lack of tenure-track faculty in Business be addressed. Would like to see more urgency in this issue rather than wrapping it into Appendix K or the strategic planning process to wait for another year.
- The lack of TT staffing in Business has been a problem for over twenty years. For example, they do not have adequate TT staff to fully participate in governance. Discussion extended to clarify the specific recommendation that the Faculty Senate would make.

## 7. Informational Presentations and Committee Reports

### 7.1. Board of Trustees Report and Discussion

Dr. Cornelia Paraskevas, WOU Board Faculty Representative

- Board has had three meetings this year—October, January, and March. The docket is always available. This year, starting in July was our first year as a full functioning board. Three are from WOU and 12 are not, so they have to learn a lot about the institution. Meetings follow a predictable pattern. President report, sub-committees, informational reports (October—campus safety presentation). Everyone is welcome to come. I wanted to re-affirm an important statement by the board---a commitment to shared governance: shared responsibility and cooperative action. Trust between everyone.
- We want to become strategic: who are we, where are we going and how do we get there. The board will wait for accreditation report and the work of the strategic planning committee to see how we will answer this.
- The board has concern about declining enrollment.

### 7.2. Concentrations, Catalog Language Update

Dr. Susanne Monahan, Dean Liberal Arts and Sciences

- In the Fall, Provost Scheck tasked us with looking at concentrations and the way we use that language in the catalog
- Some background---students get two documents: diploma (major is only printed) and then they have a transcript (degree, major, minor, certificates) but a number of majors have sub-specialties that are defined in the catalog but those have not been appearing on transcripts. Because they're in the catalog, students have asked why it's not appearing on their transcript. Any sub-specialty, if students complete it, it will be called a concentration. This word was used because that's what DegreeWorks and Banner calls

it—they've been called: emphases, focuses, tracks and options. Now if it will appear in the catalog and on the transcript, it will be called a concentration. There are some clusters that some didn't want to appear on the transcript that is there for advising purposes, but it will not appear on the transcript.

- This was worked on through the division chairs in LAS. Mark Henkels was pivotal in getting to a good conversation here.

7.3. Don't be lured in by phishing scams (a short deep dive into protecting yourself from email scams)

Bill Kernan, Director University Computing Services

Referred to most recent blog at [www.wou.edu/wp/underthehood](http://www.wou.edu/wp/underthehood). Phishing and other email traps.

Announcements

7.4. Dan Clark, Director Center for Academic Innovation

- Community Lecture Series: Tom Kelly presenting on hiking in Oregon. 6 pm
- There will be assessment open houses, Thursday 3 pm on and Friday 8-10 am. After next week (Dan is at a conference), the Center for Academic Innovation will be on call for help gathering assessment data
- Thursdays at noon, LAS brown bag. Engaging conversation on exploring the book the College Fear Factor.
- Shaun Huston and Dan Clark will be hosting a Geography PLC on Friday at 11.
- SLOTI, quality measures and how we know what we're doing is meeting the online environment, Friday the 29th at noon. This is on the schedule link and all the events are blocked out there.

8. Adjournment at 4:57 p.m.

**5 – 5:15 p.m.**

*Better Know a Colleague* (informal gathering continued, optional)