

Faculty Senate Minutes

October 11, 2016

Primarily paperless, 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 at **3:30**
2. Call of the roll (by circulation of sign-in sheet): Brent King, Zenon Zygmunt, Thaddeus Shannon, Mary Harden, Michael Phillips, Lyra Behnke, Elisa Maroney, Bob Hautala, Jennifer Taylor, Kit Anderews, Claire Ferraris, Jaime Marroquin, Thomas Rand, Amy Harwell, Cheryl Beaver, Laurie Burton, Shaun Huston, Isidore Lobnibe, Kim Jensen, Ken Carano, Chloe Hughes, Marie LeJeune, Sue Kunda, Michael Baltzley, Paul Disney. Ex-officio in attendance: Adele Schepige, Melanie Landon-Hays, Stephen Scheck, Rex Fuller
3. Corrections to and approval of minutes from previous meeting—Approved.
4. Institutional Reports
 - 4.1. Adele Schepige, Faculty Senate President
 - **Academic Affairs Council** Summer August 17th meeting: The focus was on SOAR. It was reported that different academic divisions provide different kinds and amounts of academic and registration information at their SOAR session. Is there a way for a core set of information to be shared in addition to division/major specific information? This may improve the registration process. If your division has suggestions for changes, improvements to SOAR please share that with Scott Simonette.
 - **Policy Council** Meeting September 14, 2016: The WOU Policy Council is working on updating and organizing policies from the OUS system that still work for WOU in the new independent system. There will be a searchable policy website available soon. Ryan Hagemann has requested assistance from Faculty Senate to help with “policy culling”. Ryan will present about the status of WOU policies and his request for assistance at the FS October 25th meeting.
 - **FS Executive** committee met with **Academic Affairs Council** September 23rd: With assessment outcomes, statements for diversity, veterans, etc... having a common syllabus template seems necessary. Request that ARC create a syllabus template – for the first part of the syllabus (items such as Name, Office Hrs, alignment to learning outcomes, support services statements, etc...) everyone will use.
 - **Academic Affairs Council** Oct 5 meeting: Faculty Senate will likely be involved in the new committee on Academic Technology. Bill Kernan and Dan Clark are currently working on a draft about that committee. Anticipate more information to share about that at our October 25th FS meeting.
 - **Academic Excellence Showcase**: On behalf of the Executive Committee, Academic Excellence Showcase (Thursday, June 1, 2017) is enthusiastically endorsed. We recommend canceling classes that day to encourage our students to attend.
 - **Veteran absences and Veteran’s Day**: The Faculty Senate Executive Committee, in collaboration with Provost Scheck, encourages all WOU faculty to honor our students’

right to observe Veteran's Day, on *Friday, November 11, 2016*. Provost Scheck will provide more details about this in his report.

- **WOU Foundation faculty representative:** FS Executive Committee worked to help select a representative to the WOU Foundation. Patty Flatt, from Natural Science and Mathematics, is now our representative. Patty attended her first WOU Foundation meeting on October 1. Patty will be giving a WOU Foundation report at the next FS meeting.

4.2. Rex Fuller, University President

- There is a Board of Trustees Meeting coming up later this month at 2 PM in the Columbia Room. The meeting will be preceded by an open session from 1:15 to 1:45 in an adjacent room.
- Enrollment numbers are being monitored; we are in a period of moving toward census in comparison to last year's census date as the numbers are taken Fall to Fall. Expecting a decrease in new freshman--down 68 new freshmen which is roughly flat due to the graduating class and the impact of Oregon Promise. The economy is also a factor if HS students decide to work instead of go to school. There is a mixed trend in what is happening at community colleges, though this is offsetting numbers. Due to the work of Dave McDonald and his office, WOU is up in transfers. Next month, a dual admission agreement will be signed at Clackamas Community College in Oregon City. This will allow students to be admitted to WOU and Clackamas simultaneously. This is an example for other colleges, as it is a pathway. There has also been an increase in continuing students, especially sophomores. Retention rate is improving and there are positive signs with this as all of it adds to the pipeline.
 - Graduate level is decreased. Resident Oregonians are down, but are up in students from California, Hawaii and Washington. This is encouraging.
 - Diversity has increased, with the biggest gains in our Latino enrollment at 25% and the increase in share is 4 percentage points. There has also been an increase in female students---63% female to male and those ratios are part of the enrollment mix
 - Down in head count, but up in FTE. Students here are taking larger loads---better academic advising, more courses offered
 - FTE pays the bills which indicates a slight increase or holding steady in regard to revenue forecast. Original forecast was on a zero% increase in enrollments so these numbers are a bit ahead. Final report will be given when it is finalized---retention rates, etc. These will be reported to the federal government, the state of Oregon, and WOU
 - International enrollment is down slightly, 305 compared to 320. There was an expected a decrease in the Saudi population, but further analysis is needed.
- Reported on Town Halls and planning process. The mission is being revised; if people were unable to attend, the current version of the plan is on the website.
 - Invite members of the committee to smaller group meetings that go beyond town halls; members of the strategic planning committee can be sent to these meetings. The turnout was encouraging and there was a good level of energy. There is currently a diagnostic being done on the feedback that will make it into the revised draft.
 - There will be a meeting or the public at large on November 16th in the Pastega Room in RWEC so they can get involved in the strategic planning process. One of our pillars is community engagement so we want to invite the community to campus to do that.

- Kim Jensen thanked the executive office for streamlining the preferred name process

4.3. Stephen Scheck, University Provost

- Appreciation to the Senate Executive Committee: I wish to thank Adele and her team for a very productive joint retreat of the Academic Affairs leadership group and the Faculty Senate executive team.
- Updates – a number of updates:
 - We will be reviewing options for hosting a speaker or two this year as part of the Jensen Lecture Series; President Fuller and I would like to focus the year on speakers who deal with issues related to supporting students in achieving successful college completion. If faculty/staff have suggestions, please forward them to me.
 - Compliance issues with Federal Financial Aid – due to Federal Department of Education requirements, we must address several issues that will affect some customary practices:
 - Registrar Office and Financial Aid Office are working out details on how we must schedule course starts and conclusions in summer session. The DOE only recognizes certain calendaring of sessions – we have too many unique start/stops in summer. Failure on our part results in students not being able to receive financial aid and the university is cited on its federal audits. There will be an upside to the coming changes – we will be able to better implement course on-line enrollment, last day to drop, grade submission, course evaluations and the like. More details will be forthcoming.
 - Gainful Employment reporting – free-standing certificate programs require Federal DOE approval to be offered if they are to be covered by Federal financial aid. The reporting is onerous. Fortunately, most (if not all) of our current students are in programs for which students are not receiving FAFSA-related financial aid (they are not full-time students or they complete a certificate that is nested within a declared bachelors or master's program. Warning that if students do receive Federal financial aid and chose to drop out of the degree program, we cannot issue a free-standing certificate. We will include disclaimers in future catalog copy and financial aid information.
 - Great Oregon ShakeOut – Next Thursday, Oct 20 at 10:20 AM. You have already received some notices from Public Safety about this drill. I wish to encourage all faculty to use their best judgment on whether to have their class participate in this drill – including drop and cover and evacuating the building and migrating to the building's safe site (signs in the building). The more involved the campus community is in actively participating in the drill, the better prepared for a real event. I will be sending out an all faculty notice about this and ask for Faculty Senate endorsement of faculty to participate.
 - Veteran's Day – As noted by Adele in her address, I had requested Executive Committee's support in asking for faculty to accommodate veterans in their class who request to be absent on Veteran's Day. Treat as an excused absence. A notice to faculty will go out. Bill Kernan will have the carillon play Taps at 11:00 AM and 5:00 PM. The Veteran's Center (Andrew Holbert) is also planning events for veterans. More will come out as the date approaches.
 - Curriculum proposals – syllabi must have course learning outcomes and notation of whether any of the course learning outcomes align with university learning outcomes (ULOs). More about learning outcomes at the Academic

Effectiveness web page: <http://www.wou.edu/cai/initiatives/assessment/> (in A-Z directory)

- Closing comment -- Fall Preview Day: Appreciate the positive impact that faculty have on students and families at Admissions Preview Day events. Fall Preview is November 5.

5. Executive Committee Business

5.1 Interinstitutional Faculty Senate (IFS) election

- We need a new IFS Senator. We elected Dirk to help Tad. Dirk has been given other responsibilities on other committees so he needs to be replaced. We are seeking nominations.
- IFS has membership from all state chartered institutions, formerly OUS schools. Big schools have 3 representatives and 2 from the true schools. Meet 4-5 times a year, hosted by various campuses.
- Two meetings in the Fall and at least two maybe three meetings in Winter and Spring. Issues range from faculty opinions of funding models and what to say to the HECC on behalf of faculty. If we don't fill this, they may take away one of our seats. The next meeting is a week from Friday at Portland State
- Adele will send an email out to get us to recruit someone so we can get someone there so that we don't lose our seat. Our next meeting is on the 18th, but we need to have a second IFS by the November meeting.
- Telephone attendance can happen. That is an acceptable format. Travel occasionally, but there can be phone time.
- We need to be represented in these bodies. The IFS does get involved with HECC working groups and influences how they think about things. It's another level up from our own Senate process and yet it is the way to influence what happens at the state level. It is important that we show up. If we don't show up, we'll be out of the loop and will have no say about it.
- Adele recommended that names be sent her way, if senators can recruit somebody.

6. Consideration of Old Business

6.1. The Passport Initiative

Michael Phillips, Creative Arts and Paul Disney, Business

- Passport block---Different members from different areas are here, representing faculty all over campus
- If a student at a Passport institution gets a passport, they can transfer to another institution with all gen eds satisfied; it's also interstate. Same applies for students transferring to us.
- Students often have to repeat course material and this eliminates this. This is to help students finish in as timely a manner as they can. It doesn't meet specific degree requirements (language, ed, prerequisites in majors). They will have to take classes that fit specifically with majors.
- Our students might want this so they can transfer somewhere else. We trust that students that have gained this and want to transfer here that we will help them.
- All information is on the website. There are nine content areas. Range of 51-56 credits and this is what our LACC is.
- This is not a set in concrete document, even after we approve it.
- There is a Memorandum of Understanding that needs signed by no later than October 30th which will be a five year commitment which gives us feedback on how our

students do when they transfer out and we'll get reports on how other students have done when they transfer in.

- If this grows, we're in the first round of it. If it grows across the nation, there's a chance that transferring will be much easier.
- We can teach what we want in the classes, there often seems to be a disconnect because this is a separate vehicle beyond grades in a course. This is not an assessment tool; it is a transfer module.
- Concerns were raised by faculty and discussion ensued:
 - Mike Baltzley brought up the Natural Sciences Division objection because of the creationism debate piece. Biology faculty across the country have objected to this example and other organizations have as well. WICHE has been asked to remove this.
 - **MOVED:** WOU will be a part of the Passport Initiative if this language is removed by July 1, 2017 and that it will stay removed. Seconded by Cheryl Beaver.
 - Patty Flatt, on the Natural Sciences Committee, assured that it had been removed and will not be put back in.
 - Humanities division concern—The shift from a discipline based model to a learning outcome model. The second concern is that this feels very fast.
 - Discussion of this concern focused on if these will be adequate courses for our general education work, and if this is a philosophical threat; others believed that it is not a shift away, that it fits with what the University is doing with LEAP already.
 - It was emphasized that this five year contract won't initially involve a lot of students, and that in the experimental phase, there will be many opportunities to re-evaluate this over the five years we will sign on for.
 - Discussed benefits were that there is a chance of getting more students at WOU, especially those that wouldn't normally come to WOU.
 - Provost Scheck reminded the senate that the HECC asked WOU to pilot this over two years ago because of our success with transfer students.
- **VOTE** was taken with the motion included above by Mike Baltzley. Four were **OPPOSED**. Motion carries with support for the Passport initiative

7. Consideration of New Business

7.1 Process for Selection of Deans

Kimberly Jensen (Social Science)

- Initiated a conversation about how Deans are selected on campus. Presented four models for selection:
 - National search
 - Within campus as constituted now
 - Creating a new structure of rotating position
 - Restructuring the position to rotate to shared governance.
- Looked at practices outside our campus to inform us. Shared an article on pros and cons of faculty administrators and their use; additionally shared the model at Evergreen State where they have reconfigured administrative duties based on their goals to focus on collaboration and shared governance. Rotate for 3 or 4 year terms. Thought about categories that make sense for their particular campus
- Encouraged senators to open this up to more conversation after division meetings
- There were questions about how this would look between the two colleges and their processes, alongside the CBA, etc.

8. Informational Presentations and Committee Reports

8.1 Financial Aid and Scholarships

Kara Westervelt Parker, Financial Aid Office

- Federal government has made some key changes to the FAFSA. 75% of our students take advantage of this. Students can complete this now on October 1st rather than January 1st. This is for all students nationwide. The prior prior year of taxes will be used. This could impact students if their financial situations are drastically different.
- Financial Aid Office now books appointments online through the WCS system. System used to refer students to the student success center; it can now be used for appointment booking and it has streamlined the process.

8.2 Digital Production Services

Deborah Rezell, Computing Services

- Remind your colleagues that they can record their online lectures with us free of charge. We can put te file on youtube and post it on Wolf TV. This gives students a chance to learn and do this service for faculty

8.3 Sue Monahan

- There will be a community presentation / reception tonight at 5:30, talk at 6 pm by President Rex Fuller on student retention
- Associate Provost Monahan is now physically located in ITC in the space of the Center of Academic Innovation; visitors are welcome and there is a direct phone number. There are assessment deadlines coming up on October 28th. The website to access is: wou.edu/assessment. There's a lot of information and a link to submit your program outcomes. This is a cascading data collection effort. These are being published as they come in so you can see what your colleagues are up to and we'll hopefully have all of them by the end of the month.

9. Adjournment at 4:56

5 – 5:15 p.m.

Better Know a Colleague (informal gathering continued, optional)