

Faculty Senate Minutes**January 24, 2017***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
 - **Call to order at 3:30**
2. Call of the roll (by circulation of sign-in sheet): Brent King, Paul Disney, Kevin Helppie, Mary Harden, Michael Phillips, Lyra Behnke, Elisa Maroney, Bob Hautala, Jennifer Taylor, Claire Ferraris, Jaime Marroquin, Thomas Rand, Michael Baltzley, Cheryl Beaver, Laurie Burton, Amy Harwell, Kimberly Jensen, Shaun Huston, Isidore Lobnibe, Ken Carano, Chloe Hughes
Ex-officio in attendance: Adele Schepige, Stephen Scheck, Rex Fuller
3. Corrections to and approval of minutes from previous meeting
 - No corrections received
 - Minutes approved as posted
4. Institutional Reports
 - 4.1. Adele Schepige, Faculty Senate President
 - See posted report
 - See posted ASWOU report
 - Did not one 4 year degree plans to become public so students would not be self-advising, when did policy change?
 - Using as marketing piece, is why they say "sample" plan
 - Always going to be concern
 - Would prefer to see 12 term plan
 - Getting pressure in marketing and transfer students
 - Building much more specific ones with recommended courses at PSU or Chemeketa to take
 - Recommending courses
 - Objected to sharing this information, have catalog
 - Most of what first year students do is not what is on sample plan
 - Having available to students will make job even harder
 - Also will not help transfer students as it will show what they should have done before they transferred
 - Will cause many problems
 - What would be a recommended Freshman year?
 - If not on this sheet, there are sheets to be improved
 - Language on the left "Each student's situation is unique"
 - Tells student where they should be
 - Not sure how we can make this work for majority of students

- Want to have right type of language
 - Still in trial phase
- What does it mean if don't have 4 year seal of approval?
 - In process of getting them up
- If 4 year degree plan appears on the page, does it meet 180 degree plan?
 - Did this before 180
 - Going through each one individually
 - 4 year paths are frame used to audit and check
 - Do not account for upper division credits and lower division credits
 - Is supporting 180 project
- Should add comments about how other alternate 4 year pathways are available
 - Students might think it is a 5th year, but can juggle things
- Website says planning documents for 2016-2017, must update every year?
 - If submit changes, must go back and change
 - If put up, needs to be accurate as possible
- Who do we submit to?
 - Sent directly to Department head
 - Not advising documents
 - If need to adjust disclaimer, certainly could
- What is the timeline? When will the seals of approval be completed?
 - Have departments look at, what's the time frame?
 - Never a notice that went out to say this was live, may have to contact directly, or periodically check
 - Once it is, make sure is what you want

4.2. Rex Fuller, University President

- Want to thank all involved in care team involved in Alma's passing
 - Will be planting tree in her honor outside Werner Center as well as plaque
 - Presented to her family an honorary degree
- Enrollment is holding steady compared to last year
 - Last fall up 20 FTE, behind in head count
 - Right now holding steady
 - With snow days seeing a bit of delayed behavior with add/drop
 - If holds, will be combining those two up slightly over the year
- Governor's budget includes slight increase in higher education budget
 - Improvement, but nonetheless, short
 - Need about 115 million more
- House/Senate delivering budget that did not include more revenue
 - Still trying to dissect what that means for higher ed.
 - Appears as if we're up slightly
- February 14 is Lobby Day
 - Will spend time talking with key members about investment in higher ed
 - K – 12 will also be making the argument that they need increased funding
- Board of Trustees meeting tomorrow
 - Request being able to model up to a 10% increase in Undergrad. Tuition
 - Board will act on that request tomorrow
- Want to thank work of Strategic Planning Committee
 - Final town hall meeting in this room last week
 - Planning committee will meet on February 23 to discuss implementation ideas

- One of the next steps is to have revised budgeting process
- Consulted with Executive Committees of governance groups on this already
- Want to carefully evaluate enrollment management
- Need to continue to work on out of state enrollments which are up this year
- We will continue to work on dual enrollment with community colleges

4.3. Stephen Scheck, University Provost

- See posted report

5. Consideration of Old Business

5.1. WOU Criteria for Awarding Emeritus, Faculty Senate Executive Committee

- Last ten years, in another section talks about most recent 5 years report?
 - Is it ten that's reviewed, or five annual reports?
 - 5 annual reports reviewed
- Suggestion that 10 years of distinguished service, should be 10 years of annual reports?
 - Have to have been here at least ten years prior to retirement, but will only review the last five
- Would like to strike "including during the last ten years prior to retirement"
 - Makes it implicitly the last five years
 - Someone should not get emeritus status if have not been here at least five years
 - Could say "including during the last *five* years"
- What are you looking for, in the last five years?
 - Not just to say that university likes you, will also be doing things that show will continue to be productive after retirement
 - Not something promised after retirement
- Can still review last annual five year reports, record of distinguished service
 - Remove "including during the last ten years prior to retirement"
- "If a decision is made to decline emeritus status . . ."
 - Would be helpful to add " . . . by the division"
- Plan on indicating can only go to University PRC once?
 - Can appeal once
- If a Division PRC says yes, then the President can still say no
 - If decision to give emeritus status is denied, regardless of level can go to University PRC to appeal
 - President would be final word
 - University PRC would recommend reconsidering decision, cannot award emeritus status
- 5 annual reports seems problematic
 - Committee will review retired faculty member's entire record of service, teaching and scholarship
- No mention of timeline
 - Should leave to committee, if committee wants to nominate, let them
- Any faculty member can nominate any professor
 - Can't come from outside, has to come from inside the campus
- With revisions, does document still adequately address reason this was brought forward in first place with sufficient reviewable criteria?

- Have appeal process in place, have who can nominate, and number of nominations (as only one)
- Move with all changes noted, draft as edited be moved forward to the provost
 - Motion approved

5.2. Youth Crime Studies new program curriculum proposal (P3958)

Vivian Djokotoe, Social Sciences: Criminal Justice

- Potential that person would major in criminal justice and minor in crime studies
- Many examples of minors that students have taken with majors
- Looked at problems of inequity in youth
- Would be good minor for many other majors
 - Psychology
 - Sociology
- Move to approve
 - One opposed, motion carries

6. Consideration of New Business

6.1. Elementary MAT Program and associated courses, Marie LeJeune, Chloe Hughes

- Teacher shortages in Oregon estimated to get worse
 - Over one third of current teachers eligible for retirement
 - Have teachers on emergency licenses
 - In College of Education, getting interest in offering Elementary MAT in Arts and Teaching
- People who would be interested are people in second careers, teachers on emergency licenses
 - Salem-Keizer school district has severe teacher shortage
 - Can no longer afford to target 18 year olds
- Program is 67 graduate credits over 2 years
 - Looking at initial cohort of 20 students
 - Would have to meet admission standards
 - Would avoid people just graduating from Western
 - Would be people who have been teaching for three years or assisting in classroom
- Did a lot of work thinking about prerequisites
 - Having some flexibility for people who are second career
 - Mathematics department will offer courses
 - For having prerequisites essential to coming into program, were disappointed when looking around the state to see how little prerequisites. There were to get into similar programs
- Courses will be hybrid and over the summer
 - Looking at ways to be innovative and attractive to people who want to be teachers
- Have fewer credits in first term of courses as envisioning students taking prerequisite courses
- Could do second year with internship as well
- Set of graduate classes for math designed and more research focused for these courses

7. Informational Presentations and Committee Reports

7.1. General Education Committee report, Shaun Huston

- Committee is focusing on providing "oversight of WOU general education program which includes working with faculty, staff, and students to ensure that WOU offers a comprehensive, accessible and dynamic general education curriculum that is aligned with institutional learning outcomes"
- Have finished:
 - Q designation
 - Conducted faculty discussions about purpose of general education last fall
- Currently working on:
 - Mission statement draft will be circulated around divisions
 - Learning outcomes
 - Diversity Rubric
 - Revising and aligning
 - Current graduation outcomes should combine two of leap rubrics
 - Tried to integrate into single set of standards
- Need:
 - Continued engagement from divisions, faculty senate, and other groups
 - Pause on new curriculum applications
 - Reviewing proposals for D, W, Q, and C is difficult when reviewing standards for each
 - Standards for LACC has never been defined
 - Makes it difficult to conduct reviews
 - Committees preference would be to put hold on new D, W, Q, and C designations at least for the next few months
 - Time to complete drafts, turn feedback into working documents, and compare curriculum to mission and outcome
 - Will take a look at existing curriculum

7.2. Work Orders Accessibility Issues, ASWOU Senate

- Would request endorsement; would be great to get faculty involved in providing accessibility to all students
- Please take back to divisions, will discuss at next meeting
- If student files student concern report, who receives?
 - ASWOU receives

7.3. Program Reviews: Sue Monahan, Associate Provost for Academic Effectiveness

- Process done at universities done around US, done in northwest
 - Look at overall programs and how they are doing and how they might be improved
 - Assessment of student learning outcomes doing would feed into academic program review
- Program would do self-study in year doing program review
 - What are the changes in discipline, student demographics, HECC priorities, regional/state workforce needs?
 - Review of current program activities
 - Review of sustainability and future potential of program
- Have developed template for self-study

- Result of looking at 8 institutions and seeing what kinds of things they do and how it might work well at WOU
- After faculty complete self-study, would be review of program
 - Discussed course release for program leader preparing self-study
 - Can feel like a lot of work, especially the first time through
 - Process will have multiple steps to it: self-study, hosting visit, follow up
- Reviewers (external, internal) would look at self-study and visit campus to do a review of strengths, where program might improve in future
- Then an action plan is developed
- Proposed that process be a seven year cycle, with a 1/7th of programs being reviewed each year
 - Aligns with accreditation cycles for accredited programs
 - Gives time to ease into process
- Are some details attached to document
- What schedule envisioning for 7 year cycle?
 - Will be soliciting volunteers for early slots
 - Will have to assign people, but will spread them over 7 years, x number of reviews each year
 - Do not all start next year
 - Are some programs who might want to go early
- What is meant by "program"?
 - Academic program review happens primarily at department level
 - Will also be meeting with department heads to look at program clusters
 - Some divisions with two distinct clusters
- Move to extend meeting until 5:15 p.m.
 - Seconded, motion carries
- Wondering about placement of this in faculty handbook
 - Two ways that institutions handle
 - Institutional policy
 - Put in faculty handbook
- Sent out email to program coordinators to have meetings
- Will teacher prep programs have leeway on 180-credit programs?
 - Audit will assess where you stand
 - Audit itself will not automatically trigger change in curriculum
- Have not yet had a chance to talk in divisions
 - Can put on agenda
- Wondered how might roll out with very demanding accreditation requirements in college of education
 - With college of education accreditation, would be WOU specific things aligned with the accreditation review
- Email with comments

7.4. General Scholarships: Natasha Roman, Financial Aid Department

- Recruit for scholarship review
- Deadline March 1
 - Single deadline for both incoming and returning
 - Have second chance deadline for May 1st
 - With two deadlines, awarded all funds to incoming students who didn't end up coming

- Award scholarship funds after March 1st, student accept funds by May 1st
- Students who didn't do what they were supposed to do on time have a second time
- Looking for reviewers for scholarships due on March 1st
- Data base is user friendly, tutorial of about 5-10 minutes
- If a lot of people, don't end up with a lot of work
- Would like to have all applications reviewed by March 31st
- This year: Tell us an event/circumstance that shaped you into who you are today
 - Essay question will help to get to know students on campus a bit better
- If interested, send email, stop by office

7.5. Senate Bill 860: Annie Friedman, The Research Institute

- Career Mentoring Program on campus
 - Awarded by state
 - Reporting to them
 - Joint report to legislature
- Designed to align career services
 - Some of key groups are multicultural students, exploring track, Abby's House, and others
- Focus is having alumni mentor students
 - Would eventually like to expand
- Needs assessment as part of proposal
 - Goal is to serve 500 students by end of June
 - 64 alumni in database
- Get students thinking about careers early, have them be career ready graduates
- Career mentoring can be intimidating
 - Building relationships
 - Setting goals
 - Getting feedback
- Can help
 - Ideas and feedback
 - Looking to put feedback piece on website
 - Alumni
 - If know someone who would be great, has a lot to offer
 - Promote to students
 - One-to-one program
 - Accepting applications online
 - Anyone who would benefit
- Full report submitted to HECC
 - Can see how OSU approached the grant

8. Adjournment at 17:12

5 – 5:15 p.m.

Better Know a Colleague (informal gathering continued, optional)