

**Washburn University
Meeting of the Faculty Senate
December 5, 2016
3:00 PM – Kansas Room, Memorial Union**

- I. Call to Order**
- II. Approval of minutes of the Faculty Senate Meeting of November 7, 2016 (pp. 2-4)**
- III. President’s Opening Remarks:**
- IV. Report from the Faculty Representative to the Board of Regents:**
- V. VPAA Update—Dr. JuliAnn Mazachek:**
- VI. Faculty Senate Committee Reports:**
 - **Approval of the Faculty Affairs Committee minutes from September 26, 2016 (p. 5)**
 - **Approval of the Faculty Affairs Committee minutes from October 12, 2016 (p. 6)**
- VII. University Committee Reports:**
 - **Receipt of the International Education Committee minutes from October 13, 2016 (p. 7)**
 - **Receipt of the General Education Committee minutes of April 6, 2016 (p. 8-9)**
 - **Receipt of the General Education Committee minutes of October 25, 2016 (p. 10)**
 - **Receipt of the Assessment Committee minutes of November 10, 2016 (p. 11)**
 - **Receipt of the University Library Committee minutes of November 16, 2016 (p. 12)**
- VIII. Old Business:**
 - **17-01 Reassigned Time for Secretary of the Faculty Senate (p. 13)**
- IX. New Business: NONE**
- X. Information Items: NONE**
- XI. Discussion Items: NONE**
- XII. Announcements:**
- XIII. Adjournment**

**Washburn University
Meeting of the Faculty Senate
November 7, 2016
3:00 PM – Kansas Room, Memorial Union**

PRESENT:

Ball, Barker, Erby, Francis, Garritano, Kapusta-Pofahl, Kwak, Mansfield, Mazachek, Memmer, Moddelmog, Ockree, Petersen, Sadikot, Schmidt, Schnoebelen, Siemens, Sourgens, Stevens, Treinen, Tutwiler, Wasserstein, Weiner, Wohl, Worsely, Zwikstra

ABSENT:

Alexander, Farwell, Mastrosimone, Matthews, Prash, Scofield, Smith, Stacey, Steinroetter

GUESTS:

Foster, Gropitch, Rutherford, Peterson, Daniels, Traylor, M Routsong, Mikkelson, Rodriguez

- I. **President Schmidt called the meeting to order at 3:01pm.**
- II. **The minutes of the Faculty Senate Meeting of October 3, 2016 were approved.**
- III. **President's Opening Remarks:**
 - **To answer a question from last time with regard to the graduate council minutes from last time (the incomplete policy): this was a change in process and not a policy, which is why it didn't need Senate approval.**
 - **The Academic Affairs committee is working on prior learning assessment, but waiting on departments and units to gather data to provide the AAC.**
 - **The Faculty Affairs Committee is still discussing release time for the Faculty Senate Secretary and will send an action item soon (they are waiting on Schmidt for language). In terms of the Financial Aid committee, Liedtke will be reaching out with VPAA to discuss a possible new form of this committee (perhaps one that is more advisory).**
 - **Update: We are still waiting on the intellectual property policy from a few years ago to come forward for discussion. Also, the appeal policy for faculty is still waiting to come forward for discussion, too. Mazachek said that she and Fried had discussed the appeal policy (since it involves revising the bylaws, it needs to be reviewed by others first. Mazachek also indicated that in terms of the intellectual property policy, they have had difficulty getting the Washburn Board of Regents to sign off on such a policy, so they will be talking about this some more in the near future (particularly in terms of how such a policy is affected by online instruction).**
 - **Schmidt indicated that he and VPAA Mazachek might move to make the Faculty Handbook revision committee a standing committee rather than just one that is ad hoc.**
 - **VPAT search update: it is being re-opened. The timeline is "as quick as possible," but nothing specific has been set.**
 - **VPAA search committee update: the ad is done and should be going out soon. The timeline is to have Zoom interviews and on campus interviews by the early spring.**
- IV. **Report from the Faculty Representative to the Board of Regents: NONE**

V. VPAA Update—Dr. JuliAnn Mazachek:

- We are moving forward with the previously mentioned salary increase, to be implemented at the first of February for faculty (if it's approved by the Washburn Board; it is on the agenda for this Thursday, November 10, 2016).
- Summer school: We're looking at providing (at least) a rough draft of the summer schedule earlier so spring and summer planning can happen earlier. For next year, the university may push to move it forward so that spring and summer enrolling can happen at almost the same time. Mazachek indicated that they are trying to target freshmen and sophomores for summer classes. Petersen wondered if summer school enrollment needs its own period for registration and advising. Mazachek indicated she would share this idea with the team addressing summer enrollment. Garritano wondered if there would be financial aid considerations. Mazachek said this was being considered. Modellmog wondered about how the limits were set for each department that governs how many courses can be offered. Mazachek was unsure of specifics for departments, but knows that the University seeks to make \$2 million overall for the summer sessions.
- Handbook committee: Mazachek would like to explore how we can connect this committee more closely to the Senate in the future. She said she would work with Schmidt to propose some language and bring it before the entire group seeking to make it a standing committee. Ball wondered what would be different since it had been flowing through FAC and coming to Senate for approval; Mazachek clarified that she thought there was value in making this a standing committee. Barker said that he liked the idea so that they could access and approve the minutes from this committee. Petersen noted that if it is more normalized and Senate has the opportunity to provide feedback to such a committee, it would make some faculty less resistant to proposed changes coming from this committee.
- Mazachek noted that we have awarded many grants recently and thanked the faculty for their work.

VI. Faculty Senate Committee Reports: NONE

VII. University Committee Reports:

- The Graduate Council minutes from August 29, 2016 were received.
- The Research Grant Committee minutes from April 27, 2016 were received.
- The Honors Advisory Board minutes from September 7, 2016 were received.
- The International Education Committee minutes from September 15, 2016 were received.
- The Graduate Council minutes from September 26, 2016 were received.

VIII. Old Business: NONE

IX. New Business: NONE

X. Information Items: NONE

XI. Discussion Items:

- Open Educational Resources (initiated by WSGA President, Malcolm Mikkelsen, and WSGA Vice President, Nikki Rodriguez): Rate of inflation of textbook prices has out-paced the inflation rate of tuition increases. Online passcodes specifically are very expensive.

Openstacks specifically is a great source that several schools (K-State and KU) are using to help reduce costs for students. Ball said flatworld is another great source for open source texts (at least for lower-division courses), though she noted that the quality was not as good. Still, Ball asserted that they're free versus the \$200 her intro course students might otherwise pay for texts, so she argued that key question is how much better are our current texts versus the open source? Petersen said that he only teaches two courses with textbooks in order to keep costs low, but it is hard work to provide and keep up with the resources necessary to get away from texts completely. Perhaps, he suggested, we could share course modules from D2L outside of our departments/unit to help with teaching similar subjects. Kapusta-Pofahl indicated that the support provided by some textbook publishers is, to an extent, what students pay for. Ball noted that the expense associated with such support will likely get better in the future since they open resource sites often do include shared information from professors. Modellmog noted the equipment at the library to print entire textbooks would be very expensive. Sadikot pointed out that some opensource text images aren't as high quality which can be a factor for certain classes (like Cell Biology), and that some texts lack good organization; thus, not all disciplines will be able to adapt to what is offered on open source sites. Ball indicated that the texts she uses are put out by Rice University and the books are written by various committees representing MANY universities (which has led to some organization and content issues). Ockree indicated that another option that is available to almost everyone is a custom book that some publishers offer on their websites (only in black and white) for about half of the price of the standard book. Daniels (from the bookstore) noted that they are exploring cheaper options. Specifically, she said that they are working with a company that allows faculty to make their own customized textbooks. Red Shelf, for instance, allows some faculty to design their own texts and then post these online. She encouraged faculty to also coordinate with their publishers to inquire about cheaper options that also work with the bookstore. Daniels also pointed out that the Washburn bookstore is somewhat unique in that it is a department of the university and contribute/help Washburn economically. Wasserstein argued that we as faculty should put more pressure on textbook companies to be more transparent (and thus, competitive) about prices. Schmidt wondered about the economic implications of making some open source; Rutherford indicated their revenue has been decreasing annually as all of the changes mentioned previously happen, but asserted that they were trying to remain competitive. Grospitch noted that it might be more helpful for the bookstore to inquire earlier about what books will be reused in upcoming semesters to help students (in selling them back and buying them used). Daniels said that this is why textbook orders need to be submitted (as requested) in October. Scofield asked about buying back books that are used once a year; Daniels noted that this is an issue since they will only buy back books that will be used during the next semester.

XII. Announcements:

- Weiner encouraged Senators to see *Gross Indecency: The Three Trials of Oscar Wilde*.
- Grospitch reminded everyone that the Veterans Day ceremony is on Friday at 11:45am.

XIII. President Schmidt adjourned the meeting at 4:00pm.

Faculty Affairs Committee Meeting
September 26th, 2016
Meeting Minutes

Committee members in attendance:

John Francis
Linsey Modellmog
Barbara Scofield
Mark Smith
Crystal Stevens
Roy Wohl
Corey Zwikstra

Not in attendance:

Rebecca Alexander
Amy Memmer
Craig Treinen

The meeting was called to order by the Crystal Stevens at 3:00pm

1. Financial aide committee update given on meeting with Richard Liedtke to discuss why said committee has not been meeting. Richard unavailable today to meet. Crystal Stevens will email Richard and see if he is available for our next meeting date, October 24th, 2016.
2. Discussion on faculty release time versus stipend for secretary of the senate. All present had reviewed email discussion. Concern about setting precedence of secretaries of committees being given release time/stipend. Committee would like more information regarding the time commitment of secretary of the senate. Crystal Stevens will email the secretary and ask if he could keep a log of his time spent on senate duties over the semester and then committee can readdress issue with more concrete data.

Meeting was adjourned at 3:45pm.

Faculty Affairs Committee Meeting
October 12th, 2016
Meeting Minutes

Committee members in attendance:

Rebecca Alexander
Amy Memmer
Barbara Scofield
Crystal Stevens
Craig Treinen
Roy Wohl
Corey Zwikstra

Not in attendance:

John Francis
Linsey Modellmog
Mark Smith

Guests

Richard Liedtke

The meeting was called to order by the Crystal Stevens at 1:00pm

1. Richard Liedtke thanked for coming to inform the committee of information regarding the financial aid committee. Richard reports the committee has not met in 10 years. Was unable to find any financial aid committee minutes to review. Richard is unsure of how long the committee met for and what the committee did. Richard was unaware that this committee was to be a part of the student appeal process. Richard reports when he started here he created an appeals process. Richard voices that faculty input would be welcomed, but reports it may be challenging as the process must happen quickly and sometimes must meet often to meet student needs. Richard is interested in dissolving the financial aid committee and would like to instead of an Enrollment Management advisory board, which would include representatives from all areas. Richard is questioning how to start this process. Committee members voicing this may need to be brought to the faculty handbook committee and the VPAA office. Richard is going to reach out to JuliAnn Mazachek regarding the process for a request like this. Richard will reach out to Crystal Stevens, if wanting Faculty affairs assistance in the future.

Meeting was adjourned at 1:45pm.

International Education /International WTE Committee

October 13, 2016, 4-5 pm, International House

Present: Liviu Florea, Kelly Watt, Miguel Gonzalez-Abellas, Sangyoub Park, Alex Glashausser Nancy Tate, Shirley Waugh (for Lara Rivera), and Baili Zhang; Hillary Lolley and Tina Williams attended first half of the meeting as guests.

September meeting minutes were approved.

Lolley provided an update on the current situation in Haiti with reference to the State Department travel warning. Based on the information presented and the fact there will be strong ground support and the experience of the leader, the committee voted to continue the program.

Porta's request for funding was approved for \$1,400.

Additional discussion was held and suggestions were made regarding the London-Oxford-Paris program jointly proposed by Judy McConnell-Farmer and Ross Friesen. It was decided that Zhang would communicate with the two co-leaders to report back to the committee.

Additional information was submitted and the committee voted by email to approve the Program.

Respectfully submitted,

Baili Zhang

General Education Course Review
Committee Meeting
April 8, 2016

Members Present: Cheryl Childers, Lori Edwards, Vickie Kelly, Kara Kendall-Morwick, Jean Marshall, Eric Matthews, Dmitri Nizovtsev, Nancy Tate, Paul Wagner, Kelly Watt, Roy Wohl,

3 new courses were submitted for General Education consideration. The committee members thoughtfully reviewed these courses prior to the committee meeting and then discussed their viewpoints at the meeting on April 8, 2016. The following decisions were made at the meeting:

EN 102, COM Academic Reading and Research Approved

LE 100, CCT Exploring the Concepts of Leadership Approved

PY 306, CCT Cognition Approved

Course Reviews for 2016: Several courses were reviewed for the 5 year review cycle general education consideration. In summary, all courses were approved. Departments were notified mid-April of the approval along with a master rubric with suggestions that will enhance the strength of the course.

Courses reviewed are as follows:

AN 114	Introduction to Archaeology
AR 140	Drawing I
AR 141	Drawing II
AR 301	Ancient Art
AS 102	Introduction to Astronomy: Solar System
BI 150	Evolution
CH 103	Introductory Forensic Chemistry
CH 151	Fundamentals of Chemistry I
CH 152	Fundamentals of Chemistry II
EN 110	Multicultural American Literature
EN 138	Kansas Literature
EN 190	Film Appreciation: Fantasy Film
FR 308	French Literature in Translation
FR 309	French Fiction and Films
HI 111	U.S. History I
HI 112	U.S. History II
MA 112	Essential Mathematics
MM 100	Introduction to Mass Media

PH 102	Introduction to Moral Problems
PH 201	History of Ancient Western Philosophy
PH 202	History of Modern Western Philosophy
PO 107	State and Local Government
PS 120	Meteorology
PS 126	Physical Science for Elementary Education
PY 231	Abnormal Psychology
RG 105	Introduction to the Old Testament
RG 106	Introduction to the New Testament
SO 101	American Social Problems
TH 103	Voice, Diction and Interpretation
TH 206	Survey of Drama I

General Education Course Review
Committee Meeting
October 25, 2016

Members Present: Jennifer Ball, Cheryl Childers, Vickie Kelly, Kara Kendall-Morwick, Jean Marshall, Nancy Tate, Paul Wagner, Kelly Watt, Roy Wohl (Lori Edwards through electronic means)

6 new courses were submitted for General Education consideration. The committee members thoughtfully reviewed these courses prior to the committee meeting and then discussed their viewpoints at the meeting on October 25, 2016. The following decisions were made at the meeting:

AS 104, QSR	Life in the Universe	Approved
BI 140, CCT	Introduction to Forensic Biology	Approved
CH 103, CCT	Introduction to Forensic Chemistry*	Approved
HN 301, CCT	Seminar in the Humanities and Fine Arts	Approved
HN 302, CCT	Seminar in the Social Sciences	Approved
HN 303, CCT	Seminar in the Natural Sciences & Mathematics	Approved

ASSESSMENT COMMITTEE MEETING MINUTES

Thursday, November 10th

2:30 p.m. to 3:30 p.m.

Cottonwood Room-Memorial Union

In attendance:

Vickie Kelly (Chair), Gloria Dye, Louise Krug, Cindy Wooldridge, Emily Grant, Erin Grant, Kayla Carter, Clayton Tatro and Catlynn Jaynes (administrative support).

1. Progress on Assessment Report

The Annual Program Assessment report is complete and has been approved by Nancy Tate. Vickie shared the results of the report with the committee and went over each graph on the report and highlighted which areas improved from last year. The report has been uploaded to the assessment website.

2. Assessment Extravaganza

a. Ideas for Posters

Vickie discussed poster ideas for the assessment extravaganza. We can use the Annual Program Assessment report as the book or add additional posters to it and put something together with the additional posters. Student Wellness and Counseling's plan may be used for a co-curricular poster. Kayla suggested using exemplary program reports for posters and to publish the Annual Program Assessment report separate. Kayla also has suggestions for posters that Vickie thinks will work for next year's extravaganza. Cindy would like to see real concrete suggestions for improving the beginning and not observed areas. What do different programs do to achieve the goals? Cindy suggested this could go on posters with graphs.

b. Assignments for Posters

Vickie may contact committee members in January and request a narrative write-up for a poster or to stand by a poster for an hour during the extravaganza.

3. Announcements and Information

Vickie discussed giving out the Bloom's Taxonomy slide chart at the assessment extravaganza. There will be food and alcohol at the extravaganza. Vickie would like to see Washburn Tech people there. There won't be a committee meeting in December or January.

The meeting adjourned.

Library Committee Minutes

November 16, 2016

Room 105

4:00 p.m.

The Library Committee convened in Mabee Library at 4:02PM. The following members were present: Dr. Adem, Mr. Bird, Dr. Chamberlain, Dr. Conner, Dr. Mary Menninger-Corder, Dr. Dahl, Dr. Prece, Mr. Ridge, Ms. Rodriguez, Ms. Tenny, and Dr. Wooldridge. Dr. Bearman, Dr. Dirks, Dr. Farwell, Dr. Herbig, Dr. Hine, Mr. Mikkelson, Dr. Rettig, and Dr. Thomas sent word they would be unable to attend.

Sean Bird opened the meeting and reminded committee members to send materials requests to library liaisons as soon as possible. To best manage the budget and prepare for potential reallocations, requests, if possible, should be submitted before the Winter Break.

Sean Bird talked about the potential for continued State budget constrictions to affect the ability of Mabee Library to continue to provide access to the same number and quality of academic databases. State budget constrictions have the very real potential to affect not only the databases that Mabee purchases but also those that we purchase as members of a consortium of state college and university libraries, magnifying the loss of resources.

Sean Bird advised the group of changes to the [Fair Labor Standards Act Overtime Rule](#) (FLSA) that increases the salary threshold and the definitions for exempt employees that goes into effect on December 1, 2016, and how those changes will affect Washburn University Libraries.

Sean Bird asked those in attendance to ask faculty in their respective departments to consider serving as a faculty member in WU101 in Fall 2017.

Sean Bird asked faculty representatives to consider making a presentation to students in the Mabee Library about topics in their areas of expertise to extend the walls of the classroom and provide an opportunity for students to engage faculty in the public space of the library.

Meeting adjourned at 4:55PM

Respectfully submitted

Ginger D. Webber

Administrative Specialist

FACULTY AGENDA ITEM 17-01

Date: *November 10, 2016*

Submitted by: *Shaun E. Schmidt, ext 2265*

SUBJECT: *Reassigned Time for Secretary of the Faculty Senate*

Description:

Excerpt from the Faculty Senate Constitution section IV.,B. with the proposed new language underlined. The identical language is also to be added to the Faculty Handbook in Section 1, VI, D. 2.

“The President of the Faculty Senate shall ordinarily receive one-quarter reassigned time and clerical support from the office of the Vice President of Academic Affairs. The Secretary of the Faculty Senate shall ordinarily receive one-eighth reassigned time.”

Rationale:

Since the inception of the Faculty Senate in March 2005, the faculty senate has depended on the Secretary of the Faculty Senate to maintain the order and record of the senate’s activities. As the senate has developed its processes to maintain open and transparent communication, the quantity of work required of the secretary has increased. In addition, the secretary position now requires an additional layer of technical expertise and organization to maintain the web presence of the records of the senate.

Financial Implications: *one course adjunct replacement per year.*

Proposed Effective Date: *Fall 2017*

Request for Action: *Approval by FAC/FS/ Gen Fac, etc*

Approved by: *FAC 11-14-16*

Faculty Senate on date

Attachments **Yes** No