

Thursday February 4, 2021

**2 pm, via Zoom**

**EXECUTIVE COMMITTEE AGENDA SETTING MEETING**

*Click on links to review items*

Present: Christy Call, Wendy Fox-Kirk, Ed Hahn, Tim Herzog, Marjukka Ollilainen, Sheryl Rushton, Hugo Valle, Barb Wachocki, Ravi Krovi, Brad Mortensen, Patti Glover

Guests: Wendy Holliday, Melissa NeVille-Norton, Azenett Garza, Kathleen Cadman, Sally Cantwell, Brent Horn, Loisanne Kattelman, Kristin Hadley, Kendal Beazer, Tom Mathews, Colleen Packer, John Cavitt and Valerie Herzog

1. Approval of [January 14, 2021](https://www.weber.edu/wsuimages/facultysenate/AgendasMinutes/20-21/2Feb/Jan14ECminutes.pdf) meeting minutes as circulated
2. Affordable Course Materials - Guest Wendy Holliday  
   A discussion of Bookstore issues, including affordability took place. Perhaps a problem reformulation needs to take place as the concerns we see are symptoms of a larger organizational problem. The current task force from the Provost’s Office would be good to inquire of to get input, and they would like to receive some clarifications of perceived needs from the Faculty Senate task force. Wendy Fox-Kirk, Christy Call and Tim Herzog will synthesize the information received about the bookstore and put together a charge for a Senate task force and the members of the task force. It was recommended that the following be included on the task force: WSU online, Steve Nabor, students and Wendy Holliday. It was decided that this task will remain with Executive Committee, not be passed to a Senate Standing Committee.
3. [EAST Tenure and Promotion](https://weber.curriculog.com/proposal:7765/form) – Hugo Valle

The documents were updated to make the language inclusive and remove peer comparison of student evaluations, make changes to the timeline in regards to who has access to files. Also early promotion guidelines were defined. This document was reviewed by the college and received the required approval to be adopted. Concern with collegiality term versus professional behavior was discussed by EC and it was pointed out that this term is defined within the T&P document.

1. [APAFT PPM 9-5 Faculty Responsibilities to Students](https://weber.curriculog.com/proposal:7766/form) – Melissa NeVille-Norton, Chair  
   Faculty presence in the PPM is much more detailed in WSU policy compared to other benchmarked institutions. Minor clarifying changes to office hours were made to point out that on campus or distance office hours are acceptable and this should be reflected in the syllabus.
2. Equity, Diversity and Inclusion (EDI) Task Force – Azenett Garza & Kathleen Cadman  
   The EDI task force wants to become a Senate standing committee to bring long term members that are willing to do deeper work. It was suggested that an organizational chart showing where EDI is happening on campus would be helpful. The question of does this need to be an ad hoc committee before it becomes a standing committee was raised. There is a desire to have EDI as a committee and imbed it within all the other committees. Ravi suggested addressing completion gaps as a charge for the committee. EC believes that an EDI standing committee is worth pursuing. They would like to have Azenett and Kathleen bring a proposal for what their committee would look like and be charged with to the next EC meeting.
3. SERTS - Sally Cantwell, Brent Horn  
   Conceptually SERTS was a good idea, but has not worked as planned. It is recommended to let it cease to exist as an ad-hoc committee at the end of this semester. It was recommended that faculty members working on administrative committees give a report to EC yearly. A revision of PPM 6-5 is being worked on by the advising committee, it is the only outstanding committee charge. The remaining committee meetings will be focused on how to support people coming onto committees and communication with faculty.
4. [SBBFP Updates](https://docs.google.com/presentation/d/105Qo7WZbo1aRP8mve14EquqYonJ3zMY5/edit#slide=id.p1) - Loisanne Kattelman, Kristin Hadley, Kendal Beazer
   1. CUPA -   
      College and University Professional Association for Human Resources (CUPA) data is a good way to compare salaries with colleges across the country because so many are part of this group. CUPA data is from a year ago and is compared with this year's WSU salaries. WSU percentages are being compared to 100% of CUPA. In past years WSU salaries had been compared to 94% of CUPA. It was determined last year by SBBFP and ratified by Senate, that 100% of CUPA should be used as the Ogden cost of living is consistently at 100% of the national average.
   2. Salary Inversion  
      Faculty member of higher rank earning less than a faculty member of lower rank makes an inversion. There are valid reasons for inversion, those are not taken into account here. In the years since this information has been reported the number of inversions are down. This year alone it has gone from 62 to 55 faculty members that are inverted which is a percentage change of 11.3% to 9.6%. The number of colleges that have inversions have reduced over the years. There was additional discussion on measures that have been taken to reduce inversions.
   3. Gender Equity  
      This is the second year that Gender Equity has been reviewed. Percentage wise, the comparison between male and female salaries remains roughly the same as last year in most comparisons that were given. There can be compelling reasons for these disparities including rank, and average years in rank. This information is shared with deans and deans have taken action in certain situations.
   4. Race and Ethnicity  
      The race and ethnicity data used is self-reported. The comparison is between ‘white’ and ‘underrepresented’ categories. White have 94% of actual/equitable salary and underrepresented have 93% of actual/equitable salary.
5. Curriculum -John Cavitt (see bottom of page)  
   Curriculog [**Justifications for Curriculum**](https://www.weber.edu/wsuimages/facultysenate/AgendasMinutes/20-21/2Feb/JustificationCurriculogFeb21.xlsx) or Curriculog Agenda [**EC Feb 4, 2021**](https://weber.curriculog.com/agenda:345/form)  
   No concerns were raised, all proposals will move to Senate
6. [Graduate Council PPM 11-1,IV Graduate Certificate Residency Requirement](https://weber.curriculog.com/proposal:7567/form) – Valerie Herzog The residency requirement of 10 semester hours in residency for graduate certificates was added to the PPM. Transfer and experiential learning credits should follow state and regional accreditation standards. The NWCCU policy specifics were removed from the policy and the language was updated to make it more inclusive.
7. SAC Update - Luke Jenkins  
   A Policy Governing Policies review brought up concerns with PPM 1-17; there is no staff member included on the Dean search committee. They will bring this concern to the policy team.
8. [TLA Bylaw Change](https://www.weber.edu/wsuimages/facultysenate/AgendasMinutes/20-21/2Feb/TLAbylawChangeFeb2021.pptx)- Barrett Bonella, Tom Mathews, Gail Niklason, Colleen Packer  
   CRAO and the Program Assessment ad hoc committee have been consulted by TLA in regard to the bylaw change and items were identified to make the proposal stronger. The proposal is for a name change for the TLA committee and a change to how the TLF director is selected. The committee will continue to look at the assessment of student learning. The director will be chosen by the Associate Provost for HIEE & Faculty Excellence, with representation from faculty senate. The name of the committee will be changed to Teaching & Learning (TL) to avoid confusion with the currently ad-hoc Program Assessment committee, who does not have their charter completely ready to propose.
9. [Adjunct Faculty Vote in Senate](https://www.weber.edu/wsuimages/facultysenate/AgendasMinutes/20-21/1Jan/CRAO%20Adjunct%20Representative%20Proposal.docx) PPM 1-13 - Barrett Bonella CRAO Chai

A paragraph was added in the Senate Membership section to include two adjunct representatives, elected by adjuncts. These members will not be from the same college and will not be WSU salaried staff. The adjunct representatives can be appointed to committees for a one-year term. Though not included in the PPM the committee feels that if an adjunct is assigned to a committee there should be monetary compensation. The EC would like to see a communication plan for dissemination of information to the adjunct community. EC voiced concern regarding adjuncts taking positions that faculty are already 'fighting' for on committees. The PPM will go back to CRAO for additional edits and then return to Executive Committee.

1. [Chi Tester](https://www.weber.edu/wsuimages/facultysenate/AgendasMinutes/20-21/2Feb/ChitesterTransition.pdf) Transition - Tim Herzog  
   Chi Tester is an old program and keeping up with changes requires programmers that WSU doesn’t have. In conversation that Tim had with the Chi Tester committee it was determined that the ARCC Chair will be the leader in moving this change to a different software forward. One suggestion was that a dedicated testing tool be purchased instead of moving to Canvas The ARCC director will also be consulted with software changes, even during the summer.

A task force is being created to work on this transition including faculty from ARCC and staff from the testing center, Chi Tester, WSU Online, and the Office of Institutional Effectiveness. The primary goal of the task force will be to develop an implementation and change management plan for effective and smooth transition to a new tool. It is expected that the earliest date for this transition will be Fall 2022, although pilot implementations, training, and transition support will be carried out in the meantime. Please give feedback through ARCC, college deans and the online form.

1. [Board of Trustees](https://docs.google.com/spreadsheets/d/1kiqVZr97xzxdk1ecApV9UyoQgOhSbZdKRmIB82WDwZs/edit#gid=1499865491) -   
   Titles were received for all presentations being given through September 2021.
2. [Aldus Dixon Award](https://www.weber.edu/wsuimages/facultysenate/AgendasMinutes/20-21/2Feb/H_AldusDixonAward.pdf) – please nominate   
     
   New Senators

Rebekah Cumpsty Arts & Humanities    English

Aubrey Jones     Arts & Humanities    Foreign Language

Cully Long     Arts & Humanities     Performing Arts

Ryan Ridge    Arts & Humanities     English

Jennifer Anderson Business & Economics Business Administration

Eric Gibbons     EAST             Electrical & Computer Engineering

Matt Paulson     EAST             School of Computing

Tressa Quayle     Health Professions     Nursing

Amy Buckway     Health Professions     Nursing

Bridget Hilbig     Science        Botany

Carrie Quesnell     Science         Developmental Math

Laine Berghout     Science         Chemistry and Biochemistry

Jason Francis     Library         Health Science Librarian

Education No New Senators

Social & Behavioral Science No New Senators

Curriculum Proposals

**General Education**

3.1 Gen Ed Attribute    ENGL - 2015 - Intermediate College Writing and Research    Hal Crimmel

3.1 Gen Ed Attribute    BDC - 1040 - Introduction to Architecture    Cameron Lewis

3.1 Gen Ed Attribute    HIST 1600 - The Black Experience    Vikki Deakin

3.1 Gen Ed Attribute    HIST 1610 - The Latinx Experience    Vikki Deakin

3.1 Gen Ed Attribute    HIST 1620 - The LGBTQ Experience    Vikki Deakin

3.1 Gen Ed Attribute    MATH 1120 - Foundations of Data Science    Sandra Fital-Akelbek

**EAST**

    Department of Electrical and Computer Engineering

1.1 New Course    ECE - 5640 - Model-based Engineering    Fon Brown

1.1 New Course    ECE - 6640 - Model-based Engineering    Fon Brown

1.1 New Course    ECE - 6730 - Robotics    Fon Brown

**Construction & Building Sciences Department**

~~1.2 Course Revision - Substantive    BDC - 1350 - Residential Design (Studio 2)    Jeremy Farner~~

~~1.2 Course Revision - Substantive    BDC - 2000 - Commercial Design (Studio 3)    Jeremy Farner~~

~~1.2 Course Revision - Substantive    BDC - 3500 - Architectural Rendering & Animation Studio Jeremy Farner~~

2.2 Program Changes - Substantive    Building Design & Construction (BS)    Jeremy Farner

2.2 Program Changes - Substantive    Pre-Architecture (AAS)    Jeremy Farner

**School of Computing**

1.1 New Course    CS - 6200 - The Internet of Things    Hugo Valle

1.1 New Course    CS - 6650 - Interaction Design    Nicole Anderson

2.1 New Program    Full Stack Web Development Emphasis    Abdulmalek Al-Gahm

2.1 New Program    User Experience Design Emphasis    Abdulmalek Al-Gahm

2.2 Program Changes - Substantive    Web and User Experience (BS)    Abdulmalek Al-Gahm

~~1.2 Course Revision - Substantive    NET - 2310 - Network Server Administration    Andrew Drake~~

~~1.1 New Course    NET - 2500 - Practical Cybersecurity Infrastructure    Andrew Drake~~

~~1.1 New Course    NET - 2510 - Cyberethics    Andrew Drake~~

~~1.2 Course Revision - Substantive    NET - 3710 - Switching and Transmission Network Systems Management    Andrew Drake~~

~~1.2 Course Revision - Substantive    NET - 3720 - Wireless Networking and Security    Andrew Drake~~

~~1.2 Course Revision - Substantive    NET - 3730 - Survey of Information Security Policies    Andrew Drake~~

~~1.2 Course Revision - Substantive    NET - 4760 - Network Management Technology Internship    Andrew Drake~~

~~1.2 Course Revision - Substantive    NET - 4790 - Network Management Technology Senior Project    Andrew Drake~~

~~2.2 Program Changes - Substantive    Network Management Technology (AAS)    Andrew Drake~~

~~2.2 Program Changes - Substantive    Network Management Technology (BS)    Andrew Drake~~

~~2.2 Program Changes - Substantive    Network Management Technology (Minor or BIS Emphasis)    Andrew Drake~~

~~2.2 Program Changes - Substantive    Network Security Technology Certificate of Proficiency    Andrew Drake~~

~~2.2 Program Changes - Substantive    Network Technologies Certificate of Proficiency    Andrew Drake~~

        No one present, courses not reviewed

**Education**

**Department of Child and Family Studies**

1.2 Course Revision - Substantive    CHF - 2890 - Cooperative Work Experience    Wei Qiu

1.2 Course Revision - Substantive    CHF - 4890 - Cooperative Work Experience    Wei Qiu

**Department of Teacher Education**

~~1.1 New Course    EDUC - 3590 - Working with Students with ELA or Math Disabilities in Resource Settings    Vincent Bates~~

    No one present, course not reviewed

**Arts & Humanities**

**Department of Visual Art and Design**

2.2 Program Changes - Substantive    Art History Minor      Matt Choberka

**Master of Arts in English Program**

1.8 Course Deletion    MENG - 5610 - British Literature: Medieval    David Hartwig

1.8 Course Deletion    MENG - 5750 - Classical Literature    David Hartwig

1.8 Course Deletion    MENG - 5840 - Methods and Practice in Tutoring Writers    David Hartwig

1.8 Course Deletion    MENG - 5850 - Principles & Practicum in Tutoring Writing    David Hartwig

1.8 Course Deletion    MENG - 6400 - Multicultural Perspectives on Literature for Young People  David Hartwig

**Department of Performing Arts**

1.1 New Course    MUSC - 2820 - Pro Tools 101    Daniel Jonas/Mark Maxson

1.1 New Course    MUSC – ~~2821~~ 2823 - Pro Tools 110    Daniel Jonas/Mark Maxson

1.2 Course Revision - Substantive    MUSC - 3720 - Analog Audio    Daniel Jonas/Mark Maxson

1.2 Course Revision - Substantive    MUSC - 3721 - Live Sound in the 21st Century   Daniel Jonas/Mark Maxson

1.2 Course Revision - Substantive    MUSC - 3722 - History of Recording    Daniel Jonas/Mark Maxson

1.2 Course Revision - Substantive    MUSC - 3723 - Field Recording/Sound for Picture Daniel Jonas/Mark Maxson

1.2 Course Revision - Substantive    MUSC - 3724 - Studio Construction    Daniel Jonas/Mark Maxson

1.2 Course Revision - Substantive    MUSC - 3725 - Alternative Digital Audio Workstations Daniel Jonas/Mark Maxson

1.2 Course Revision - Substantive    MUSC - 3726 - Creative Lab  Daniel Jonas/Mark Maxson

1.2 Course Revision - Substantive    MUSC - 3820 - The Art and Science of Recording I Daniel Jonas/Mark Maxson

1.2 Course Revision - Substantive    MUSC - 3821 - The Art and Science of Recording II Daniel Jonas/Mark Maxson

2.1 New Program    Sound Production/Recording (AS)    Carey Campbell/Mark Maxson

2.2 Program Changes - Substantive    Sound Production/Recording Minor or BIS    Carey Campbell/Mark Maxson

**A&H Interdisciplinary Programs**

1.1 New Course    FILM - 2200 - Fundamentals of Film    Ash Stone

1.1 New Course    FILM - 2280 - Introduction to Film Production Ash Stone

1.1 New Course    FILM – ~~2990~~ 2820 - Special Topics in Film Studies    Ash Stone

1.1 New Course    FILM - 3200 - History of Film    Ash Stone

1.1 New Course    FILM - 4700 - Film Studies Capstone     Ash Stone

**School of Nursing**

2.2 Program Changes - Substantive    Doctor of Nursing Practice (DNP), Family Nurse Practitioner Emphasis    Melissa NeVille-Norton

2.2 Program Changes - Substantive    Doctor of Nursing Practice (DNP), Leadership Emphasis  Melissa NeVille-Norton

1.2 Course Revision - Substantive    NRSG - 7801 - DNP Project I  Melissa NeVille-Norton

1.1 New Course    NRSG - 7804 - DNP Project IV    Melissa NeVille-Norton

1.1 New Course    NRSG - 7805 - DNP Project V    Melissa NeVille-Norton

1.1 New Course    NRSG - 7806 - DNP Project VI    Melissa NeVille-Norton

**Department of Health Administrative Services**

2.2 Program Changes - Substantive    Master of Physician Assistant Studies  Sandy Stennett

1.1 New Course    MPAS - 6004 - Professional Development 4    Sandy Stennett

1.1 New Course    MPAS - 6005 - Professional Development 5    Sandy Stennett

1.1 New Course    MPAS - 6006 - Professional Development 6    Sandy Stennett

**Science**

**Departments of Physics, Chemistry and Biochemistry and Earth & Environmental Sciences**

2.1 New Program - Interdisciplinary    Physical Science    Rick Ford

1.1 New Course    PHYS - 2820 - Elements of Research in the Sciences    Rick Ford

1.1 New Course    CHEM - 2820 - Elements of Research in the Sciences    Rick Ford

1.1 New Course    GEO - 2820 - Elements of Research in the Sciences    Rick Ford

**Business & Economics**

2.2 Program Changes - Substantive    John B. Goddard School of Business & Economics Requirements Karen Hicks

2.2 Program Changes - Substantive    John B. Goddard School of Business & Economics Requirements Karen Hicks

**Department of Supply Chain & Management Information Systems**

2.2 Program Changes - Substantive    Data Analytics Minor    Karen Hicks

1.2 Course Revision - Substantive    MIS - 2110 - Software Development I  Karen Hicks

1.2 Course Revision - Substantive    MIS - 3210 - Database Design and Implementation Karen Hicks

**Social & Behavioral Science**

**Department of Social Work and Gerontology**

1.1 New Course    SW - 4240 - Introduction to TeleMental-Health    Mark Bigler

**Department of History**

1.1 New Course    HIST - 1600 - The Black Experience    Vikki Deakin

1.1 New Course    HIST - 1610 - The Latinx Experience    Vikki Deakin

1.1 New Course    HIST - 1620 - The LGBTQ Experience  Vikki Deakin

**Department of Geography, Environment and Sustainability**

1.1 New Course    GEOG - 4850 - Geospatial Capstone    Eric Ewert

2.1 New Program    Geography (BA)    Eric Ewert

2.2 Program Changes - Substantive    Geography (BS)    Eric Ewert

2.1 New Program    Geography Minor, Teaching Minor and BIS    Eric Ewert

2.2 Program Changes - Substantive    Geography Minor, Teaching Minor and BIS    Eric Ewert

2.2 Program Changes - Substantive    Geography Teaching (BS)    Eric Ewert

**Women & Gender Studies Minor Program**

1.1 New Course    QS - 2900 - Topics in Queer Studies Theresa Kay

1.1 New Course    QS - 4830 - Directed Readings    Theresa Kay

1.1 New Course    QS - 4900 - Topics in Queer Studies    Theresa Kay

z2.1 New Program 20-21    Queer Studies    Theresa Kay

**Department of Psychological Science**

2.2 Program Changes - Substantive    Psychological Sciences Core Content Courses  Cade Mansfield

Meeting adjourned at 4:42 pm