



Thursday, April 1, 2021
2 pm, via Zoom

Draft Minutes

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, Patti Glover

Excused: Brad Mortensen,

1. Approval of [March 4, 2021](#) meeting minutes as circulated
2. Curriculum -John Cavitt (see bottom of page)
Curriculog [Justifications for Curriculum](#) or Curriculog [Agenda EC April 1, 2021](#)
3. EIC Update – Alice Mulder, SPARC Director
EIC has worked with SPARC doing virtual events throughout this year. They are hoping to get enough Gen Ed classes so that a Sustainability Gen Ed certificate can be received. Currently a strategic plan is being developed for Sustainability. The SUS attribute has 18 new courses that have received this designation.
4. GEIAC – Molly Sween, Chair
 - a. Assessment Report
48 Gen Ed courses are reviewed in the assessment report, The final version is still being worked on and should be available for the senate meeting.
 - b. [DV Hiatus Extension](#)
There have been numerous conversations with Gen Ed stakeholders regarding DV outcomes. GEIAC has been involved in the EDI conversations with the Diversity Office. The need to get the ALO's finalized and approved, this is the reason for the extension. There was conversation regarding WSU prefix courses. Chemistry finds that they have a hard time getting an adjunct to teach when an instructor does a WSU course, so they pool the money for a time they can get an adjunct, and then find they have to spend it down but don't get benefit of an adjunct. The chairs in the meeting agreed.
5. [A&H Tenure and Post-Tenure/Performance Compensation Documents](#) – Amanda Sowerby, Associate Dean
 - a. Tenure Document - Changes included listing a MFA as terminal degree for digital media and film studies. The language in the channels was changed to agree with the university PPM and the language was updated to meet diversity standards. 32 votes were received in the 10 days allowed for voting, 90% were in favor.
 - b. A&H Post-Tenure Review (PTR) and Performance Compensation Plan (PCP) - This document only applies to those that do PTR and PCP review at the same time, this is why it requires peer review. If only doing PTR they use the Provost's document. PCP demonstrates the rigor as that from Associate to Full Professor.
6. APAFT – Melissa NeVille-Norton, Chair
 - a. [PPM 9-9 to 9-15](#)
Legal has recommended the revisions for PPM9-9 through 9-15. There was much minor

word editing was done in these documents. Terminology was outdated, it has been updated and made to match current offices that exist on campus to remove ambiguity. Each of the policies was briefly reviewed and questions were fielded.

- b. Sunset of Evaluation Task Force - This task force has been going for 3 years with Melissa and Gail Niklason as co-chairs. The task force recommendations have been passed and the new student evaluation instrument is being implemented across the university beginning summer 2021. Colleges and departments can add their own questions but should be using all the standard questions. Potential charges for next year regarding student evaluations include 1) TLA follow up next year 2) change survey name from Student Evaluation to Student Ranking Student Report or something like that since students aren't qualified to evaluate teaching. 3) Establish process for peer review evaluation.
 - c. Revised [Autobiographical](#) Form
With adoption of changes to PPM 8-11 the changes were made to the Autobiographical form. This will be presented as a voting item in Senate. The Canvas template can be brought up to approve at Senate.
7. [EDI Committee Proposal](#) – Azenett Garza, Chair and Kathleen Cadman
This proposal is to make the task force into an ad-hoc committee. Charges from last year would still apply and include the points below, additional charges could also be assigned.
- a. The ad hoc committee can be an instrument for operationalizing findings from the upcoming Campus Climate Survey and a forthcoming campus Equity Audit
 - b. Apply an equity lens to the work of the Faculty Senate.
 - c. Support and collaborate with the Office of Diversity and other offices in the University
 - d. Address issues of equity in Faculty Senate representation
 - e. Imbed EDI into each committee with hopes to not need an EDI senate committee.
- EC recommended the task force find 12 members, and include all colleges; 8 for 2-year terms and 4 with a one-year term. Bring those names to EC this fall and then have them approved in Senate.
8. Program Assessment Committee (PA) Update – Tom Mathews, Chair
The committee is desiring to make assessment a grass roots, holistic approach from within the departments, not a top-down requirement.
- a. The program assessment committee recommends that faculty from each college who are familiar with program assessment will be identified by department chairs and deans to serve as a resource for departments in developing meaningful assessments and reports. These individuals will serve as advisors or facilitators and may conduct information and sharing workshops within their college. This group will communicate with the Office of Institutional Effectiveness while programs prepare biennial assessment reports.
 - b. Biennial reviews are being done by department chairs; it seems that sharing of information between departments is more of what is needed than a committee. The current process is missing in the preparation of the assessment of the report. Under the proposal someone in the college would be offered as a resource person to help with sharing their ideas to help with the preparation of the report.
 - c. PA is proposing that this committee continue for the upcoming year to get the charges finished and establish a community of practice. EC feels that the PA committee can put together the community of practice, it doesn't have to be approved by Senate. The committee will need to be staffed for the upcoming year.
9. ASSA [Training Records, Retention and Access](#) - Michelle Paustenbaugh, Chair
Employees and students need to know what training they need and if they are behind in meeting their training requirements. Training Tracker or Bridge are currently used for faculty and staff training, there are no automatic reports generated if someone is in need of training. ASSA recommends that employee and student training records be housed on a platform that identifies and automatically reports (on a regular basis) when training is needed and notifies the relevant

parties. EC recommended working with HR to get this implemented. This should be suggested as a charge for the upcoming year for EC.

10. [Digital Guidelines](#) – Anna Burleson, Marketing & Communications Web Content Manager
This document is a guideline, not a policy, meant to be informative instead of a law. Anna reviewed the entire document. This will not be presented to Senate, it will move to President's Council.

11. CRAO- Barrett Bonella, Chair

a. [EC Chair Ex-Officio](#)

The proposal is a Bylaw change to the PPM. This information is currently being shared within colleges. In summary, the chair of the Executive Committee shall serve in an advisory capacity as an ex-officio member without the right to vote for one year following the completion of their term, unless they are elected for that year to the Executive Committee. EC is not ready to have this go to Senate at this time.

b. Adjunct Faculty Senate [Outline](#), [PPM](#)

This has gone through legal, HR and the Provost. Though it was read previously at Senate, which was not the intention of EC, CRAO would like to have the proposal go before Senate for a vote. If this is done it was recommended that it be two voting items, one for selecting Adjunct Senators and one for approval of Adjunct committee members. EC is not ready to have this go to Senate at this time.

i. Adjunct faculty representation on standing committees would be based on committee availability and faculty desire to contribute. There would be no compensation.

12. Other Items

a. [PPM 3-10](#) was open for Senate review and was listed on the Senate Agenda. There were no concerns that were brought to the attention of EC.

b. For Senate

i. Desiree Cooper Larson Tribute – Tim Border

ii. Courtney Isaiah Smith Tribute – Dan Jonas

iii. Allen 'Dee' Pace Tribute – Jenny Kokai

iv. Faculty Governance Award – Presented by Melissa NeVille-Norton

v. Recognition of outgoing Senators and Chairs

Please send email to your senators that are rolling off. Patti and tim can provide names and template.

vi. [21-22 Standing Committees](#) Approval

vii. Vote for FBR committee members & chair via Qualtrics survey sent via email
Nominees are: - *Barbara Wachocki, S; Becky Gesteland, A&H; Brandon Koford, B&E; Justin Jackson, EAST; Penee Stewart, ED; Wade Kotter, LIB*. Vote for four of the nominees. The four top vote recipients will serve a two-year term; the other two will serve as alternates.

Curriculum for Review

Education

New Course CHF - 3660 - LGBTQ Families Dan Hubler/Ryan Dunn

Business & Economics

Program Changes Finance Minor Karen Hicks

Program Changes MBA Prerequisite Minor/BIS Karen Hicks

Arts & Humanities

Performing Arts

Course Deletion MUSC - 1620 - Applied Voice Carey Campbell

Course Deletion MUSC - 1630 - Applied Woodwinds: Flute Carey Campbell

Course Deletion MUSC - 1631 - Applied Woodwinds: Oboe Carey Campbell

Course Deletion MUSC - 1632 - Applied Woodwinds: Clarinet Carey Campbell

Course Deletion MUSC - 1633 - Applied Woodwinds: Saxophone Carey Campbell
Course Deletion MUSC - 1634 - Applied Woodwinds: Bassoon Carey Campbell
Course Deletion MUSC - 1650 - Applied Strings: Violin Carey Campbell
Course Deletion MUSC - 1651 - Applied Strings: Viola Carey Campbell
Course Deletion MUSC - 1652 - Applied Strings: Violoncello Carey Campbell
Course Deletion MUSC - 1653 - Applied Strings: String Bass Carey Campbell
Course Deletion MUSC - 1654 - Applied Strings: Guitar Carey Campbell
Course Deletion MUSC - 1655 - Applied Strings: Harp Carey Campbell
Course Deletion MUSC - 1660 - Applied Percussion Carey Campbell
Course Deletion MUSC - 2620 - Applied Voice Carey Campbell
Course Deletion MUSC - 2630 - Applied Woodwinds: Flute Carey Campbell
Course Deletion MUSC - 2631 - Applied Woodwinds: Oboe Carey Campbell
Course Deletion MUSC - 2632 - Applied Woodwinds: Clarinet Carey Campbell
Course Deletion MUSC - 2633 - Applied Woodwinds: Saxophone Carey Campbell
Course Deletion MUSC - 2634 - Applied Woodwinds: Bassoon Carey Campbell
Course Deletion MUSC - 2650 - Applied Strings: Violin Carey Campbell
Course Deletion MUSC - 2651 - Applied Strings: Viola Carey Campbell
Course Deletion MUSC - 2652 - Applied Strings: Violoncello Carey Campbell
Course Deletion MUSC - 2653 - Applied Strings: String Bass Carey Campbell
Course Deletion MUSC - 2654 - Applied Strings: Guitar Carey Campbell
Course Deletion MUSC - 2655 - Applied Strings: Harp Carey Campbell
Course Deletion MUSC - 2660 - Applied Percussion Carey Campbell

Foreign Language

Program Changes Spanish for the Professions (BA) Isabel Asensio
Program Changes Spanish for the Professions Minor Isabel Asensio

Social & Behavioral Science

Department of Political Science and Philosophy
New Course PHIL - 3700 - Environmental Philosophy Bob Fudge

Meeting adjourned at 5:00 pm