



**EXECUTIVE COMMITTEE  
AGENDA SETTING MEETING MINUTES**

Thursday, March 1, 2018

*Click on links to review items*

Present: Ed Hahn for Nicole Beatty, Doris Geide-Stevenson, Marek Matyjasik, Casey Neville, Pamela Payne, Rob Reynolds, Sarah Steimel, Hugo Valle, Catherine Zublin, Madonne Miner, Patti Glover

Excused: Chuck Wight,

1. Approval of the minutes from the [February 8, 2018](#) meeting.
2. [CUPA Update](#) – Rick Ford, SBBFP. Overview of College and University Professional Association for Human Resources (CUPA) data. CUPA averages salaries by discipline and by rank. This data is adjusted for WSU based on terminal degrees and becomes the market adjusted CUPA salary. It is then multiplied by 94% to reflect the Ogden cost of living, and is adjusted by years in rank, this number is then called the CUPA equitable salary. That is what is reflected in the linked update.
3. APAFT – Valerie Herzog

- A. PPM 9-5,II.B.4 Regular Meeting of Classes – Softened the language so the department chair doesn't have to approve office hours. If a class is listed as face to face it cannot be switched mid-semester to another format.
- B. Early Tenure & Promotion – Desire feedback before final draft is crafted. Tenure and promotion were in separate sections because tenure and promotion were on different time lines. Desire to pull out of both sections and make an Early Tenure & Promotion section. A survey of faculty was done and there was no consensus on what process to use for early tenure and promotion. Information was also gathered from Provost, President and Deans.

Determined that early tenure and promotion should be a rigorous process for exceptional candidates, generally they should be here 4 years before going up for early tenure and promotion. When reviewed the candidate will pass both or neither. Letters from reviewers are to be put in the file and are available for all levels of review. The executive committee felt that the bar was set at a high enough level and the method of choosing reviewers was appropriate. There is not a need to tackle administrative hires as part of this charge.

- C. Social & Behavioral Science Tenure/Post Tenure review. The revision has three main changes 1. To be in line with their own college strategic plan and the direction of the university they are encouraging high impact practices. 2. Already had dean doing department chair post tenure reviews, this change makes it so that the dean will also do reviews of associate and assistant deans as well. 3. Performance compensation review success would count for post tenure review. If not successful the faculty member will need to go through post tenure review.

The reasons given for voting against this policy was that faculty felt like this demanded high impact practices which is easier in some colleges and majors than others. The faculty vote was 22 – 6 in favor of the change to the SBS college tenure document.

4. Study Abroad [PPM 4-11](#) revision – Rebecca Schwartz, Study Abroad Director. Most corrections are non-substantive updating of language. There are two substantive changes, finances are through Study Abroad and excess and shortfalls are taken from there as well, not within departments. Refunds of over \$100 are given directly to students. If money is left over from a given trip and charges are still pending 10% is kept by Study Abroad and the rest is refunded. Participants must be 18 or older because of international risks. The Study Abroad Advisory committee has a representative from every WSU college, CE and Student Services.
5. Course Materials Revision – Mark Denniston, ASSA Chair. The committee made textual cleanup to the policy, the only substantive change to policy since last month was section D.2.C. regarding a statement being put on the syllabus. The Attorney General has weighed in, and policy has been reviewed by legal every step along the way. The policy is one that was presented by the ad hoc committee/Stephanie Hollist at the beginning of the year. In the policy compliance is an issue that has been given to the Provost office. Spring 2019 is the earliest the policy can be completely implemented. [PPM4-16](#), [Provost Recommendation](#), [Illustration](#),
6. [Course Designation](#) – Sheila Anderson, UCC. This new policy from UCC is for Course Designations which are short acronyms embedded in the course title that identifies specific elements of content and/or pedagogy within a course. These acronyms would be reflected on transcripts. A single course may not hold more than three designations.
7. University Curriculum Committee – John Cavitt, Chair

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#### **General Education Renewal**

~~Gen Ed Renewal ENGL - 2220 - Introduction to Fiction Hal Crimmel~~  
~~Gen Ed Renewal ENGL - 2290 - Introduction to Drama Hal Crimmel~~  
~~Gen Ed Renewal ENGL - 2510 - Masterpieces of Literature Hal Crimmel~~  
~~Gen Ed Renewal ENGL - 2710 - Perspectives on Women's Literature Hal Crimmel~~  
~~Gen Ed Renewal ENGL - 3520 - Literature of the Natural World Hal Crimmel~~  
 Gen Ed Renewal IDT (CA) - 1010 - Introduction to Interior Design Kristen Arnold

#### **Science**

##### **Botany**

Program Change Botany (BS) Sue Harley  
 Program Change Botany (Minor/BIS) Sue Harley  
 Course Revision BTNY - 4980 - Portfolio Summative Assessment Sue Harley  
 Course Revision BTNY - 3105 - Anatomy of Vascular Plants Bridget Hilbig  
 Course Revision BTNY - 3583 - Medicinal plants- chemistry and use Katharina Schramm

##### **Zoology**

Course Revision ZOOL - 4490 - Marine Ecology Christopher Hoagstrom

#### **Social & Behavioral Science**

New Course HIST - 3550 - Archives: Principles, Practices & Preservation Jamie Weeks  
~~New Program Forensic Science Fundamentals (CP) Brent Horn~~  
 New Course UNIV - 1106 - American College Experience Rebecca Schwartz

#### **EAST**

##### **School of Computing**

~~Program Change Web Technology Minor Richard Fry~~

##### **Math**

Course Revision MATH - 0970 - Pathway to Contemporary Mathematics Cristine Lewis  
 New Program Computational Statistics and Data Science Mihail Cocos & Julian Chan  
 New Course MATH - 3450 - Advanced Statistical Methods Mihail Cocos & Julian Chan  
 New Course MATH - 4400 - Statistical Analysis of Big and Small Data Mihail Cocos & Julian Chan

## Business & Economics

New Program Data Science Minor Grace Zhang  
New Course IST - 2030 - Introduction to Business Analytics Grace Zhang  
New Course IST - 3220 - Business Intelligence Grace Zhang  
New Course IST - 3230 - Data Mining For Business Grace Zhang  
New Course IST - 3740 - Business Machine Learning Grace Zhang

DISCUSSION: Executive Committee is concerned on duplication of name with the MATH and IST Data Science programs, would like to see a definition of 'Data Science' for the Business Minor. Though there was concern with the name at UCC it was decided that the similarity of name was acceptable and should move forward.

8. Gen Ed Hiatus Extension – Molly Sween, GEIAC Chair
  - A. Sequencing for new Gen Ed course approval process (i.e. GEIAC then UCC) Current practice was approved April 14, 2016 but has not been reflected in the CPPM. This needs to be changed in the CPPM.
  - B. Request for extension on hiatus for accepting new Gen Ed courses. The hiatus currently ends March 2018; request extending to December 2018. More time is needed because the policies regarding no upper division and limited prerequisites on Gen Ed courses were not passed by faculty senate. More time is needed to craft those policies and take them back to senate. Also more time is needed to develop concrete criteria for signature assignments and GELO's.
9. New York Times – Madonne Miner, Provost. Very little action with NY Times programs. Want to be sure that it is being used in classrooms, not just for personal use. Currently looking for input on how to ramp up use of this resource, who could be an advocate, or see if NY Times online is still pertinent for WSU.
- ~~10. Not Discussed will move to April meeting Sabbatical Replacement – Doris Geide-Stevenson, Faculty Senate Chair  
GEIAC – College of Education Rod Hansen to replace Jenny Turley Fall 2018  
RSPG – EAST Abdulmalek Al-Gahmi to replace Yong Zhang Fall & Spring 18-19~~
11. Faculty Governance Award – Doris Geide-Stevenson, Faculty Senate Chair. A vote was taken for the recipient of the award.
12. Transitions & New Executive Committee Members– Doris Geide-Stevenson, Faculty Senate Chair

New Executive Committee: 203 ballots cast out of 543 faculty members = 37%

<u>Name</u>	<u>College</u>	<u>Department</u>
Ashley, Aaron L	College Social Behavior Science	Psychology
Geide-Stevenson, Doris	School of Business Economics	Economics
Hahn, Edward J	Library	Library
Matyjasik, Marek	College of Science	Geosciences
Neville, Casey W	College of Health Professions	Radiologic Sciences
Rasmussen, Clay L	College of Education	Teacher Education
Valle, Hugo	College of Engr Appld Sci Tech	School of Computing
Willard, Mary Beth	College Social Behavior Science	Political Science and Philosophy
Zublin, Catherine A	College of Arts Humanities	Performing Arts

13. TLF Director Update– Doris Geide-Stevenson, Faculty Senate Chair. Colleen Packer was elected for a second term, July 1, 2018 through June 30, 2021.

**Next Faculty Senate Meeting:** Thursday, March 15, 2018, 3pm, Smith Lecture Hall, WB206-207  
**Next Executive Committee Meeting:** Thursday, April 5, 2018 2pm, MA211K