

CFC Meeting Agenda

December 3, 2014, 3:30 in the Vogel Room

Seid Adem
Karen Diaz Anchante
Susan Bjerke
Steve Black
Stephanie Decker
Jason Emry
Kelly Erby
Ross Friesen

Tim Fry
Michael Hager
Chris Hamilton
Chris Kelts
Eric McHenry
Kathy Menzie
Kim Morse
Dave Provorse

Michael Rettig
Jim Schnoebelen
Janet Sharp
Ian Smith
Sharon Sullivan
Nan Sun
Craig Treinen
Corey Zwikstra

The next regularly scheduled meeting of the College Faculty Council is this Wednesday, December 3, at 3:30 pm in the Vogel Room of Memorial Union.

- I. Call to Order
- II. * Approval of Minutes, November 12, 2014
- III. Division Reports
 - A. *EDKN Minutes, April 23, 2014
 - B. *CPA Minutes, Nov.1,2014-Dec. 1, 2014
- IV. Committee Reports
 - A. None
- V. Discussion
 - A. Student Perception Forms (faculty from the Schools have been invited)
 1. * SIR II (Used by School of Business)
 2. *IDEA (Used by School of Nursing)
- VI. Old Business
 - A.* CAS Vision 2022
- VII. New Business
 - A. Date for next meeting
- VIII. Adjournment

College Faculty Council (CFC) Meeting Minutes
November 12, 2014

In attendance: Steve Black, Kelly Erby, Nan Sun, Chris Kelts, Dave Provorse, Corey Zwikstra, Linsey Moddemog (for Chris Hamilton), Lisa Sharpe Elles, Sharon Sullivan, James Schnoebelen, Kathy Menzie, Jason Emry, Susan Bjerke, Karen Diaz- Anchante, Ian Smith, Kim Morse, Ross Friesen, David Pownell (for Michael Rettig)

- I. Call to Order 3:35 PM (the secretary sincerely apologizes for her tardiness!!)
- II. Approval of Minutes from October 8, 2014
- III. Division Reports
 - a. Acceptance of Natural Science Division Report
- IV. Committee Reports—None
- V. Old Business—None
- VI. New Business—None
- VII. Discussion Items
 - a. Announcements
 - i. Hire of New Communication Coordinator Assistant to the Dean of CAS: Grace Hildenbrand
 - ii. Spring enrollment underway, encourage students to enroll
 - iii. Changes to financial aid are coming because Washburn hit a threshold on default of student loans. Students will now have to wait 30 days to receive direct financial aid payments and will now receive loan in 2 payments instead of 1.
 - iv. Resources Committee will now evaluate requests online.
 - v. Update and discussion of proposed Idea Center student perception forms—Margaret Wood supplied an example of the “short form” from the Idea Center. Next steps: bring representative from the Idea Center to campus to conduct an open forum with CAS faculty and invite someone from the School of Nursing to a CFC meeting to learn more about the use of these forms.
 - d. Proposed Changes to the College Mission Statement—approved
 - e. CAS Vision 2022—changes made
 - f. Adjourned 4:56 PM

Respectfully submitted by Kelly Erby

Division of Education and Kinesiology
Minutes of April 23, 2014
Division meeting
CA 306

Present: Tim Fry (Chair), Susan Alexander, Ross Friesen, Tracie Lutz, Park Lockwood, Judy McConnell-Farmer, Margie Miller, David Pownell, Sandy Tutwiler, Roy Wohl

- I. The meeting was called to order at 3:00pm.
- II. Minutes of the September 9th, 2013 meeting were approved.
- III. Old business –
 - a. The motion to let KN majors have priority enrollment in KN 250 was approved (via email, prior to Division meeting).
 - b. Committee assignments for 2014-2015 were finalized and approved (via email, prior to Division meeting).
- IV. Committee reports.
 - a. Academic / Sweet Sabbatical Committee –
 - Faculty can only receive a Sweet Sabbatical if they are scheduled to work in the summer.
 - Approximately $\frac{3}{4}$ of the sabbatical applicants were approved this year.
 - b. Assessment Committee – There are a few changes to the assessment rubric. Assessment plans are due this month. Assessment reports are due in June.
 - c. College Faculty Council – There were some revisions to the Biology program.
 - d. Faculty Senate – FS continues to work on the wording of the faculty handbook. Some possible changes included wording regarding the tenure process when faculty are faced with extreme life circumstances that prevent them from receiving tenure in the time allotted. The definition of an Instructor and Lecturer was also discussed.
 - e. Graduate Committee – Currently discussing admission requirements with the purpose of making them more uniform and placing them online.
 - f. International Education – The largest number of international students enrolled at Washburn are from China and Saudi Arabia. There are a growing number of Japanese students currently enrolling at Washburn.
 - g. IT Advisory Committee – There are discussions on the use of Turnitin.com as a program to be used with D2L to automatically check for plagiarized material. A decision has not yet been made regarding its purchase.
 - h. Committees not included above did not meet or were not reported this month

- V. New business –
- a. Changes to the undergraduate admission requirements in the Education Department were discussed. These were approved on 11/1/14. A summary of these changes will be given to the Kinesiology Department before the end of the spring semester.
 - b. The CORE test will replace the PPST beginning in the fall, 2014. PPST results for students who completed this test prior to the fall will still be used for student admission into the Education Department.
 - c. It is strongly recommended that students take ED 225 prior to ED 200.
 - d. ED 300 – Integrating Technology. It was proposed that the prerequisite statement for this course read: “Admission to teacher education, and CM 101 (or equivalent), CM 105, MU 123, KN 333, or passing score on departmental placement exam”. Motion was approved. The Education Department will complete a course change form for the above change.
 - e. The division also approved the two new graduate courses (ED 561 & ED 598) and the new graduate C&I Integrated Studies in Education program, so we are requesting e-course/program change forms for those as well.

Next meeting will be in Petro, date and time TBA.

Meeting adjourned at 4:20pm
Park Lockwood, Recorder

Creative and Performing Arts Division
Minutes
November 1, 2014 – December 1, 2014

OLD BUSINESS:

None at this time

NEW BUSINESS:

E-mail Vote for Course Approval for the following:

- AR 303: Medieval and Renaissance Art History
- MU: Jazz instrumental/Vocal Minor

E-mail Vote for Course Deletion Approval for the following:

- AR: American
- AR: Baroque
- MU: previously submitted Jazz Minor

DISCUSSION ITEMS:

None at this time

Compiled/Submitted Respectfully,
C. Kelts
CPA Division Chair

CAS Vision 2022

****Components that sync with the WU Vision 2022 document are indicated by footnotes****

I. Academic Excellence

Building on our traditions of teaching excellence and accessible education, we envision the university will provide a superior educational experience to diverse populations that is characterized by excellent faculty, technological competence and state-of-the science learning environments. Reward structures for excellent teaching are established and achievement of student learning outcomes are assessed and continuously improved.

In support of this goal:

The College will pursue increased faculty support, resources for teaching, improved faculty compensation and prioritize the attraction and retention of excellent faculty. We will enhance student learning through expanded interdisciplinary teaching and effective assessment.

Specifically, our vision includes:

1. Securing resources to recruit and retain excellent faculty and increasing the ratio of permanent faculty to contingent faculty.
2. Supporting faculty development through a variety of initiatives, including improved conference funding.¹
3. Establishing metrics for teaching excellence and creating a reward system to recognize excellent teaching.²
4. Enhancing opportunities and incentives for interdisciplinary teaching, team-teaching, academic innovation and student-centered learning.
5. Ensuring the rigor of General Education Programs by engaging in discipline-appropriate assessment of student learning outcomes.³

¹ Strategy #2: "Quality improvement initiatives, such as the CTCL, built on our core values, providing support for Washburn's faculty..."

² Strategy #8: "Effective assessment systems for evaluating student learning and achievement..."

³ Strategy #5: "Continued support and commitment to a General Education Program firmly rooted in the liberal arts and sciences..."

2. Educational Opportunities

Understanding that education is a lifelong strategy for career success, we envision creating educational pathways that recognize the diversity of student and employer needs to flexibly meet career and professional goals.

In support of this goal:

The College will strongly promote liberal arts education as a catalyst for lifelong learning, intellectual curiosity, ethical behavior, professionalism and career success. We will champion the unique experiences offered through CAS programs to recruit motivated learners.

Specifically, our vision includes:

1. Promoting the value of a liberal arts education among our stakeholders by emphasizing a rigorous educational experience, grounded in reading, writing and critical/creative-thinking as a foundation for personal enrichment and career success.
2. Promoting research opportunities, internships and interdisciplinary learning opportunities as signature CAS experiences, while improving support for these programs.
3. Communicating with admissions counselors, advisors and other personnel to inform prospective students of the value and quality of CAS programs, while improving the number of available scholarships.⁴
4. Enhancing recruitment and support for diverse student populations and diversifying educational pathways and course offerings to recognize a full range of student needs.
5. Examining our remedial instruction efforts and placement policies in a manner that will help best serve underprepared incoming students. Exploring partnerships with WU Tech to assist these efforts.

⁴ Strategy #5: "Program support for our financial literacy initiatives and on-campus employment prepare students to better afford the financial commitments of attaining higher education."

3. Community Connections

Washburn's historical mission is community-focused. We envision increasing our university connections to enhance the personal and professional lives of community members. These connections will build intellectual and service capacity to create an economically- and culturally-desirable place to live and work.

In support of this goal:

The College will encourage and support faculty and student community service experiences and broaden Washburn's imprint on our community through increased recognition and visible partnerships. We will craft an image of college-wide academic excellence that is recognized throughout the region.

Specifically, our vision includes:

1. Broadening support for WTEs, student-generated learning experiences, internships and community-service opportunities.⁵
2. Publicizing contributions of the faculty and students to the community, thereby increasing our visibility within and beyond Topeka and Shawnee County.
3. Increasing partnership opportunities with local K-12 schools, community colleges and WU Tech.
4. Enhancing coordination with existing community organizations, such as Arts Connect, KHC, and NOTO. Supporting faculty who develop such community partnerships through reassigned time or stipends.
5. Heightening our presence and participation in community events and increasing the number of events hosted on-campus.

4. Living/Learning/Working Environment

We envision providing a physical environment that is welcoming, safe and accessible for students, faculty, staff, visitors and community members. The buildings and classrooms will be well-maintained, adaptive to the diverse needs of the 21st century classroom and learning environment; provide spaces to enhance interactions among students, faculty, staff, visitors and community members, and support superior programs enhancing the lives and success of stakeholders.

In support of this goal:

The College will promote and develop campus environments and technologies that are centered on innovative instruction, student academic needs and enhancing interactions between students and faculty. We will promote capital improvement and building projects that support the primary institutional mission of teaching and learning.

Specifically, our vision includes:

1. Developing innovative learning spaces that support student-centered teaching technologies. Improving conference spaces and offices.
2. Pursuing development of a new and improved space for the Education Department.⁶
3. Renovating and increasing the number of lab, studio, classroom and student-research spaces.
4. Increasing security for buildings and campus spaces through technologies such as video monitoring and ID-based door locks.
5. Demonstrating a commitment to all students by securing easy access to all learning environments for those with special needs.

⁶ Strategy #1: "Successful completion of...Campus Master Plan, which includes...Carnegie Renovation..."

5. Fiscal Stewardship

Washburn is recognized for our commitment to high-value, high-quality programs and affordable tuition. We envision a culture of planning which is characterized by disciplined, informed, deliberate and integrated decision making regarding programs, people, operations and investments in the campus. Financial and human resources will be effectively utilized.

In support of this goal:

The College will promote increased transparency, faculty involvement and awareness of fiscal planning. We will appraise decisions and investments based on the quantitative, qualitative and long-term impacts they have on the educational experiences we offer.

Specifically, our vision includes:

1. Improving faculty salaries to create parity with peer institutions.
2. Increasing faculty and staff involvement in fiscal matters to foster a culture of informed problem-solving.⁷
3. Promoting communication and collaboration with the WU Foundation. Building awareness of the link between educational quality, unique student experiences and future alumni giving.⁸
4. Initiating a more aggressive marketing effort that highlights WU-CAS as public, highly-affordable and providing superior education in a wide array of fields.⁹
5. Analyzing organizational structure for efficiency and examining operating budgets to reflect actual costs, particularly when enrollments increase.

⁷ Strategy #4: "A comprehensive data management plan providing...strategic decision making."

⁸ Strategy #3: "Increased philanthropy to the University through promoting a culture of giving..."

⁹ Strategy #2: "...a comprehensive and integrated marketing plan to highlight...Washburn University for students..."