

**Washburn University
Meeting of the Faculty Senate
May 6, 2019
3:00 PM – Forum Room, BTAC**

- I. Call to Order**
- II. Approve minutes of the Faculty Senate Meeting of April 15, 2019 (pp. 3-6)**
- 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**
 - Approve minutes of the Faculty Affairs Committee meeting of April 8, 2019 (p. 7)**
- VII. University Committee Reports**
 - Receive the Academic Diversity & Inclusion Committee Minutes of February 12, 2019 (pp. 8-9)**
 - Receive the Faculty Handbook Committee Minutes of March 28, 2019 (p. 10)**
 - Receive the Board of student media committee Minutes of October 12, 2018 (p. 11)**
 - Receive the Board of student media committee Minutes of December 12, 2018 (p. 12)**
 - Receive the Interdisciplinary Studies Committee Minutes of April 19, 2019 (p. 13)**
 - Receive Graduate Council Meeting Minutes of February 25, 2019 (p.14)**
- VIII. Old Business**
 - 19-16 Change to Section VI of the Faculty Handbook (p. 15)**
- IX. New Business**
- X. Information Items**
 - Human Services Fast-Track Option (p. 16)**
- XI. Discussion Items**
- XII. Special Orders**
 - Welcome to our new senators.**
 - Election of Faculty Senate Officers for 2019-2020**
 - 1. President**
 - 2. Vice President**
 - 3. Secretary**
 - 4. Parliamentarian**

XIII. Announcements

XIV. Adjournment

**Washburn University
Meeting of the Faculty Senate
April 15, 2019
3:00 PM – Forum Room, BTAC**

Present:

Barker, Beatie, Byrne, Cook (Matthew), Cook (Sarah), Erby, Fredrickson, Grant (Emily), Grant (Erin), Hickman, Jones, Juma, Krug, Mazachek, Memmer, Menager, Morse, Pierce, Prash, Ricklefs, Sheldon, Smith, Thor, Todwong, Wasserstein, Watson, Wilson, Wohl, Worsley

Absent:

Jackson, Jolicoeur, Mansfield, Menninger-Corder, Steffen, Tso

Guests:

Ballard, Emry, Grospitch, Holthaus, Mullican, Peterson

- I. **Call to Order 3:04**

- II. **The minutes of the Faculty Senate Meeting of April 1, 2019 were approved with minor changes.**

- III. **President's Opening Remarks**
 - **Union lunches are going well. Administrators and faculty have both been in attendance with great discussion. We will not meet this Friday due to Apeiron. Please go and see what the students have done.**
 - **If you didn't get to the musical, Curtains, it was awesome. We have talented students!**
 - **We will be holding an at large election to replace Erby.**
 - **KBOR is still working on OER.**
 - **The Handbook committee is working on updates. A draft was sent to Faculty Affairs, which provided feedback.**
 - **Please try to attend the employee recognition ceremony on April 23 at 3pm in Washburn A/B and the retirement celebration on April 30 at 3pm in Bradbury Thompson.**
 - **Reminder that Faculty Senators need to attend committee meetings, read agendas, and participate in discussion.**
 - **The next meeting is Monday May 6 during which elections will be held. Those who are ending their terms should attend in addition to new senators.**

IV. Report from the Faculty Representative to the Board of Regents

- **Barker attended the 4/3 meetings. The Budget and Finance committee met prior to the board meeting. The discussion included a proposal to increase faculty salary. There was interest in the proposal, but no commitment made at this time. There was also a tentative first pass at the budget with a finalize data of June 26. During the board meeting, the Dancing Blues were honored, honorary degrees were approved, the Bachelor of Arts in Theatre was approved, and promoted faculty were acknowledged (see below). The next WUBOR will meet June 26.**

Emeriti Faculty: Mrs. Evelyn Pitts, Dr. Catherine Hunt, Dr. Steve Cann, Dr. Chris Hamilton, Dr. Gabi Lunte.

Tenured Faculty:

**Lisa Douglass Education College of Arts and Sciences
Linzi Gibson Psychology College of Arts and Sciences
Jericho Hockett Psychology College of Arts and Sciences
Kara Kendall-Morwick English College of Arts and Sciences
Shane Van Dalsem Finance School of Business
Erin Grant Criminal Justice School of Applied Studies
Jason Jolicoeur Criminal Justice School of Applied Studies
Amy Memmer Criminal Justice School of Applied Studies
Melanie Worsley Criminal Justice School of Applied Studies**

Promoted Faculty:

**Matt Arterburn Biology/CAS Promotion to Professor
Lisa Douglass Education/CAS Promotion to Associate Professor
Linzi Gibson Psychology/CAS Promotion to Associate Professor
Jericho Hockett Psychology/CAS Promotion to Associate Professor
Kara Kendall-Morwick English/CAS Promotion to Associate Professor
Eric McHenry English/CAS Promotion to Professor
Marguerite Perret Art/CAS Promotion to Professor
Jim Schnoebelen Communications/CAS Promotion to Professor
Paul Byrne Economics/SOBU Promotion to Professor
Shane Van Dalsem Finance/SOBU Promotion to Associate Professor
Erin Grant Criminal Justice/SAS Promotion to Associate Professor
Jason Jolicoeur Criminal Justice/SAS Promotion to Associate Professor
Amy Memmer Criminal Justice/SAS Promotion to Associate Professor
Kayla Waters Human Services/SAS Promotion to Professor
Melanie Worsley Criminal Justice/SAS Promotion to Associate Professor**

V. VPAA Update—Dr. JuliAnn Mazachek

- **WUBOR approved all who were recommended for tenure and promotion. This year it was a big group; it was impressive to the board to have so many in attendance and meaningful to have everyone recognized. Congrats!!**

- There have been diversity related listening sessions for students and faculty / staff. All information has been taken in consideration as we move forward. Gropitch is leading the efforts to come up with space for both programming and a multicultural center by fall.
- A firm has been identified to do a campus climate survey using both quantitative and qualitative methods. Preparation will take place over the summer with a fall start.
- Work is still being done to create a bias rapid response task force; seeking to complete the team with a few more members. Juma will be leading this task force of approximately 15 people. The task force will be responsible for a rapid response regarding both addressing concerns and creating solutions. Some work will occur over the summer.
- Mazachek was able to give WUBOR a high level idea of the budget. There was a positive response, including a salary program. Currently, there are no overall budget cuts included. Currently, chairs and deans are working turn budgets in by May 3.
- Within the next week, there will be an announcement regarding an interim assistant VPAA while they are looking to replace Tate.

VI. Faculty Senate Committee Reports

- The Academic Affairs Committee minutes from January 28, 2019 were approved.
- The Academic Affairs Committee minutes from March 27, 2019 were approved.

VII. University Committee Reports

- The Faculty Handbook committee minutes from January 8, 2019 were received with discussion. Cook (S) asked about why there was a push to move on handbook changes so quickly. Thor stated that there is a version coming forward at the next Faculty Affairs Committee meeting. The current version was started last spring. Mazachek stated that while it seems to be moving quickly, it has taken quite a while to get to the current version.
- The International Education / WTE committee minutes from January 31, 2019 were received.
- The Honors Advisory Board committee minutes from February 6, 2019 were received.
- The Honors Advisory Board committee minutes from March 6, 2019 were received.

VIII. Old Business

- 19-10 Adoption of a new School of Business Correlate. Motion passed without discussion; it will go on to the General Faculty as an information item.
- 19-11 Bachelor of Education, Biology Secondary Education. Motion passed without discussion; it will go on to the General Faculty as an action item.
- 19-12 Bachelor of Musical Arts. Motion passed without discussion; it will go on to the General Faculty as an action item.
- 19-13 Game Design Minor. Motion passed without discussion; it will go on to the General Faculty as an action item.

- **19-14 Bachelor of Education, Math Secondary Education. Motion passed without discussion; it will go on to the General Faculty as an action item.**
- **19-15 Bachelor of Science, Forensic Biology. Motion passed without discussion; it will go on to the General Faculty as an action item.**

IX. New Business: NONE

X. Information Items: NONE

XI. Discussion Items: NONE

XII. Announcements

- **Grospitch: Drag show, BTAC, Friday April 19 6:30 pm – bring money for tips!
Ta-Nehisi Coates, Thursday April 25 6 pm Lee Arena**
- **Prasch: Final Phi Alpha Theta film screening of the year is *Kiss of the Spider Woman*, with Kim Morse leading discussion, April 16 7pm in Henderson 112
There are two Faculty Colloquium Freedom of Speech and Expression Presentations to take place April 25 and 30 at 2:30pm in the Rita Blitt Gallery**
- **Barker: Reminders for Apeiron and final Faculty Senate meeting
Please attend graduation on May 11**
- **Erby: The remaining WUmester panel events will take place on April 22 and May 1**
- **Holthaus: April 24 is Denim days**

XIII. Adjournment: 3:33

**Faculty Affairs Committee meeting
Washburn University
4-8-19**

Attendance: Byrne, DeSota (support), Fried (guest), Grant, Prasch, Sheldon, Thor, Todwong, Watson, Wohl

Minutes:

The meeting was called to order by Thor at 2:32 pm.

Minutes approved by the committee from 2-25-19.

Motion to reopen discussions for the Procedures for Termination. Byrne was asked to recap the discussion from Faculty Handbook. He described the decision to bring Marc Fried to the meeting to describe the decision of the TAC. After discussion with Marc Fried, the committee voted to make the following recommendations to the Faculty Handbook Committee:

- 1. Throughout section, change TAC recommendation to TAC decision.**
- 2. Delete the previous version's Step 7 and renumbered the remaining steps. Step 7 was where the VPAA could decide whether to withdraw the request for termination if the TAC recommendation was different than the VPAA's. Essentially the VPAA could choose to accept the TAC's recommendation. Since the TAC is now making a decision instead of a recommendation it made sense to me to drop this. We didn't discuss dropping this in our meeting though.**
- 3. Step 8 (previously step 9). In the Handbook Committee's draft, the president reviewed the recommendations and made his/her decision. Here the President receives the TAC decision and decides whether he/she wishes to appeal to WUBOR.**
- 4. Step 9: Faculty member can appeal TAC decision to WUBOR. In the Handbook Committee's draft, the faculty member appealed the President's decision.**
- 5. Step 10: Mirrors step 9, except it is the process for the President to appeal the TAC decision to WUBOR.**

The committee began a discussion regarding children on campus. They believe the current policy gives too much discretion to the supervisor. Prasch will be drafting a outline to move forward with working points on this topic.

Thor adjourned the meeting at 4:00 pm.

**Academic Diversity & Inclusion Committee Minutes
February 12, 2019, 1 PM Cottonwood Room**

PRESENT:

Alegria, Chadwick, Dahl, Dempsey-Swopes, Emperley, Erby, Hart, Kendall-Morwick, McClendon, Miller (J), O'Neil, Petersen, Porras, Posey, Sadikot, Schnobelen, Scofield, Tatum, Thimesch, Tutwiler, Walters, Wynn

GUESTS:

- I. The Minutes from the December 11 meeting were approved.
- II. Old Business:
 - a. Erby facilitated a discussion (& Brainstorming session) following Dr. Dyan Watson's Visit. Dempsey-Swopes wondered how we could encourage more faculty to attend. Petersen offered that we might incorporate some sort of talks or presentations at General Faculty meetings (or in advance of them). Others acknowledged that it is hard to schedule events to meet everyone's needs. Walters asserted that faculty should be required to attend presentations that focus on diversity/inclusion in pedagogy. Hart wondered if we could stream some of these events to help reach people who have other obligations. Walters indicated that one idea that she appreciated was the notion of constructing ones' "racial autobiography"—perhaps using it in some sort of assignments in various classes. Petersen cautioned against adding on activities to the plates of faculty without taking something off—perhaps attendance at events like these could substitute for other service activities. Others discussed how we could incorporate others administrative levels (the Deans, for instance) to help encourage faculty to incorporate diversity and inclusive practices in their classrooms. Changes to the new faculty orientation process to incorporate diversity and inclusion were also presented by some (including using a break out session on affirming an inclusive pedagogy).
 - b. An update on Themester 2019 was presented:
 - i. Webpage issues have come up because 1) the page was moved and 2) because of trademark issues with the University of Indiana. Re-naming it the "spring theme" or the "theme-ester" or "theme themester" or "Bodmester" were suggested to avoid such issues in the future. Ultimately, the Committee selected "WU-mester" for the events moving forward. Erby indicated that she would work up a description and send it around to committee members for comment and approval.
 - ii. Wynn presented information about the online archive: www.themester.wuhistory.com.
 - iii. Erby indicated that committee raised nearly \$700 for raffle prizes to be given away at events.
 - c. An update on faculty search committee trainings & proposed staff trainings was presented by Erby.

- III. **New Business:**
 - a. The WU-mester 2020 theme will be “*Suffrage Citizenship/Voting Rights.*”
 - b. CAS may consider adding a question about inclusion to course evaluations—please let Erby know if you’re interested in being a part of this discussion.
- IV. **Announcements:**
 - a. *Courageous Conversations* event will begin at Stormont Vail on February 22, 2019 from 12:30-5:00pm.
 - b. The 6th Annual Gender & Sexuality in Kansas Conference will be hosted by Wichita State University on March 25, 2019 (submissions due on February 25, 2019).
 - c. *Strangers in Town* will be presented in the Neese Gray Theatre on February 19, 2019 at 7:00pm.

**Faculty Handbook Committee
Washburn University
3-28-19**

Present: Barker, Byrne, Carpenter, Childers, DeSota, Fried, Holthaus, Mazachek, McMillan, Pratt, Stephenson

I. Call to Order

The meeting was called to order by Mazachek at 3:08 pm.

II. Welcome

III. Approval of Minutes

The minutes for the 1-8-19 meeting were approved.

IV. Old Business

None

V. New Business

The Academic Impropriety handbook change was considered by the committee. The committee chose to make the following changes:

- Add, “fabricating, falsifying, or otherwise misrepresenting a bibliography or works cited list” to collusion section b.**
- Additional definition of plagiarism will be added**

The committee will consider the updates to this proposal at a later date.

The committee discussed the recommendations brought forth by the Faculty Affairs Committee. The Faculty Handbook Committee agreed to consider the following:

- Remove the following statement, “failure to meet roles and responsibilities as set out in Sections 5 and 6 of the Faculty Handbook.”**
- Address the timeline of steps 1 & 2 for both tenure and tenure track faculty**
- Address the structure of the document**

Regarding the decision of the TAC, the committee would like to discuss this further with the Faculty Affairs Committee. They recommend sending Marc Fried to discuss these decisions with the Faculty Affairs Committee. They believe the order of decisions, binding nature of the decisions made, and differences between the TAC and VPAA decisions need to be discussed further.

Meeting adjourned at 3:55pm.

**Board of Student Media
Minutes: October 12, 2018
Prepared by Regina Cassell**

The meeting was conducted by Zoom.

Those present: Maria Stover, Danielle Head, Louise Krug, Derek Richardson, Shayn Jones, Kraig Dafoe, Phillip Witzke, Charlee Bonczkowski

Absent: Alex Landwehr, Josey Trimble

The following items were on the agenda.

1. Maria and Regina introduced the Board of Student Media and gave an overview
2. Proposal to approve the appointment of three students from the leadership team of Student Media to serve as executive staff members.
 - a. Kraig Dafoe, Shayn Jones and Josey Trimble
 - b. *ACTION: these students were approved.*
3. Budget review & approval of FY2019
 - a. *ACTION: the budget was approved.*
4. Board Reports
 - a. *ACTION: Board reports were briefly presented.*
5. Future Action
 - a. *ACTION: It was decided that Maria and Regina would continue to work on changes to the constitution immediately and the policy in the spring.*
 - b. Work on updating current constitution - October- December
 - c. Start updating media policies - December - February

**Board of Student Media
Minutes: December 12, 2018
Prepared by Maria Stover**

The meeting was conducted via Zoom.

Those present: Maria Stover, Danielle Head, Louise Krug, Josey Trimble, Shayn Jones, Kraig Dafoe, Regina Cassell

Absent: Alex Landwehr, Derek Richardson, Phillip Witzke

The following items were on the agenda.

1. Regina provided a budget update.
 2. Board Reports
 - a. *ACTION: Board reports were briefly presented.*
 3. The Board discussed the updated description of the Board of Student Media to the Faculty Handbook
 4. The Board discussed the changes that were made to the Constitution and the Policy.
 5. All Board members were given access to a Google folder with copies of the two documents and encouraged to send their suggestions to Maria or Regina. The discussion will need to be finalized in the spring.
- The Board of Student Media conducted business electronically over the spring semester. A Feb. 13 email was sent out by Regina Cassell asking Board members to look at the updated budget and let her know if they see anything that concerns them.
 - Another email vote was conducted on April 26-30 to:
 - Approve the minutes
 - Vote on the final versions of the Constitution and the Policy
 - Hiring of Joelle Conway as online editor-in-chief for the summer
 - Spending \$1,500 to repaint to Student Media office in the basement of the Union

**Interdisciplinary Studies Committee Minutes
4-19-2019**

Participants: Kathy Ure, Izzy Wasserstein, Marguerite Perret, Deborah Altus, Geoff Way, Park Lockwood, Alexandra Klales, Andrea Thimesch, Gaspar Porta, Rosemary Walker, Paul Mismaque, Joseph Holley, Nancy Tate

By vote of the committee, this meeting was conducted electronically in order to consider approval of 5 Leadership Courses.

The following courses were considered:

- **LE 320-Leadership through the campus experience I**
- **LE 321-Leadership through the campus experience II**
- **LE 322-Leadership through the campus experience III**
- **LE 375-Gender and Leadership**

The committee reviewed the requests and syllabi and requested revisions to the course learning objectives, which were then provided by Michael Gleason in the form of an addendum. With the addendum, the courses were approved by the committee.

The following course was considered:

- **LE 125: Foundations of Leadership in Society**

This course was described as a “receiving course number” for students who take leadership courses at community colleges and is being created in an effort to support student seeking seamless transfer in accordance with the work of KBOR’s Kansas Core Outcomes Working Group and system-wide transfer. Should a student transfer the system-wide leadership course to Washburn, it will be articulated as LE 125 and will count as elective credit in the Leadership Studies minor. The committee approved creation of this “receiving” course.

Graduate Council Meeting Minutes

February 25, 2019

12:00-1:00 pm

Lincoln Room—Union

Members present: Erin Grant; Rhonda Peterson Dealey; David Pownell; Dave Provorse; Mary Pilgram; Delaine Smith; Tom Hickman; Joe Mastrosimone; Kayla Waters (chair).

Guests: Blake Cauble-Johnson; Lisa Tessendorf; Angie Hurla; Nancy Tate; Aileen Ball (staff)

- 1) The meeting was called to order at 12:04 pm.**
- 2) Blake Cabule-Johnson presented a new approach his office is taking to make transcripts available during the admissions process: placing the transcript (whether received electronically or by mail) in a Share Drive folder where departments can search for candidates by name. The rationale for this approach is to expedite the availability of transcripts for those departments that have the transcripts sent to OneStop as a part of their admissions process. Those departments currently receiving the transcript directly will be unaffected by this change. The council agreed to check back with Blake in September to see how the new approach is working.**
- 3) The council discussed the need to better identify students who are pursuing 3+2 programs, dual degrees, et al. Lisa Tessendorf, Angie Hurla and Nancy Tate were available to discuss what is both allowable and feasible from a systems standpoint. The following issues and scenarios were raised the council**
 - a. dual degree students are potentially able to enroll in quantities of credit hours that exceed accreditation limits**
 - b. a desire for an integrated academic audit that can accommodate fast tracks and dual degrees**
 - c. a desire to better track non-degree students as an element of departmental**
 - d. registration blocked for fast track students due to level issues**

Lisa, Angie and Nancy discussed some of the various system constraints in addressing issues and offered to draft the best solutions possible based on those constraints. Kayla will be collecting specific issues to forward to Angie and Lisa as examples of areas in need of solutions.

- 4) Approval of January 2019 meeting minutes—moved and seconded. Motion carried.**
- 5) Meeting adjourned at 1:10 pm**

FACULTY AGENDA ITEM

Date: May 6, 2019

Submitted by: Jeffrey D. Jackson, 785-670-1833

SUBJECT: *Change to Section VI of the Faculty Handbook to Remove Duplication of Faculty Senate Constitution and instead provide a link to the Constitution itself.*

Description: This proposal will modify Section VI of the Faculty Handbook, which is entitled Faculty Senate – Constitution. Rather than the current text, which duplicates the Constitution’s language (but with different provision numbers and subdivisions), the Faculty Handbook will instead contain a direct link to the actual Constitution. The entirety of Section VI will now read:

VI. THE FACULTY SENATE

A. PURPOSE AND DUTIES OF THE FACULTY SENATE

1. The Faculty Senate, as the agent of the General Faculty of Washburn University, speaks on behalf of that body to the University community.
2. The Faculty Senate operates according to the provisions set out in the Faculty Senate Constitution, which may be found at <https://washburn.edu/faculty-staff/faculty-resources/governance/faculty-senate/faculty-senate-constitution.html>

Rationale: Currently, the section on the Faculty Senate in the Handbook reproduces the Constitution. However, it does so using different section markers. In addition, the language in the Handbook does not always faithfully track the language of the Constitution, and thus creates ambiguities. There is also a concern that, because the Handbook may be amended by a simple majority, the language in the Handbook could be modified without going through the amendment process.

Financial Implications: *None*

Proposed Effective Date: Upon approval from Faculty Senate

Request for Action: *Referral to the Faculty Handbook Committee*

Approved by: *AAC on date*

FAC on date

Faculty Senate on date

Attachments Ye N

Information Item: Human Services Fast-Track Option

To: SAS Curriculum and Policy Committee, SAS Faculty Council, Graduate Council, Faculty Senate

Students will now have the option of earning their Bachelor of Applied Science- Human Services/Addiction Counseling and Master of Arts- Human Services/Addiction Counseling in 5 years (including some summer coursework).

No changes have been made to the requirements at either the undergraduate or graduate level. Students will continue to meet all existing requirements for the BAS-HS/AC and the MA-HS/AC, including all university requirements, all general education requirements, and all department major requirements.

A sample degree plan is attached. In order to complete the combined program in 5 years, students must choose to take MA-HS courses to fulfill all of their Human Services elective requirements and some of their general elective requirements. They must also take 12 credit hours of summer coursework (or add these 12 credits to the standard 15 hours of fall and spring coursework).

Students will not begin graduate level coursework until Year 4 of coursework, at which point they will have completed all requirements for university-wide, general education, HS core, and addiction counseling track coursework. This timeline provides the following benefits:

- **The department will have a substantial sample of performance to use in deciding whether to admit a student to the graduate program (using existing admittance standards and procedures, with the exception that the bachelor's degree will not be complete at the time of entry).**
- **Students will complete their BAS-HS/AC after Year 4 and may apply to become a Licensed Addiction Counselor prior to beginning their graduate fieldwork. This will allow them to begin their professional career after 4 years of study and make it easier to secure practicum placements.**
- **Students in Year 4 and Year 5 will take the standard graduate course load of 9 credit hours per semester, rather than a heavier combined load of graduate and undergraduate courses.**

We are excited to offer our students this opportunity and do our part to help address the serious workforce crisis in addiction counseling. Please let us know if you have any questions!