

Washburn University
Meeting of the Faculty Senate
October 10, 2022 at 3pm
Meeting in Forum Room Hosted by FS Executive Committee

- I. Call to Order
- II. Approve minutes-
 - September 12, 2022 (pages 2-10)
 - September 26, 2022 (pages 11-14)
- III. President's Opening Remarks
- IV. WUBOR/KBOR Update- Shaun Schmidt/Erin Grant
 - KBOR
 - WUBOR
- V. VPAA Update - Dr. Laura Stephenson
- VI. Consent Agenda –
 - Faculty Senate Committee Reports- none
 - University Committee Reports-
 - Assessment Committee Minutes (pages 15-16)
 - International Education/International WTE Committee Minutes (page 17)
- VII. Old Business-
 - Action Item 22-4 Faculty Senate Constitution Replacement (Amended) (pages18-40)
- VIII. New Business-
- IX. Information Items-
- X. Discussion Items-
 - Enrollment Update – Alan Bearman and Christa Smith
 - Standing Rules – Shaun Schmidt
- XI. Announcements
 -
- XII. Adjournment

Washburn University
Meeting of the Faculty Senate
September 12, 2022 at 3pm
Meeting in Forum Room Hosted by FS Executive Committee

Present: Barraclough, Cook-Cunningham, Dahl, DeSota, Ewert, Florea, Friesen, Ginzburg, Grant, Holt, Huff, Juma, Kay, Kendall-Morwick, Kimberly, Lolley, McGuire, Modellmog, Noonan, Porta, Rivera, Rossi, Sainato, Schmidt, Scofield, Smith, Sourgens, Toerber-Clark, Wagner, Wasserstein, Zwikstra

Absent: Lockwood,

Guests: Lanning S, Grospitch E, Holthaus C, Burdick M, Stephenson L, Leffingwell Q, Hanes S, Broxterman H, Siebold R, Luoma S

XIII. Call to Order at 3:02 pm by Shaun Schmidt

XIV. Approve minutes- Moved by Kendall-Morwick, seconded by Friesen. Approved unanimously (with minor clerical modifications)

- August 29, 2022 (pages 2-7)

XV. President's Opening Remarks –

- Introduction of new people (only those who were not here last time).
- Assume everyone saw the message from Regent Buhler which contains profile for presidential search (put together from comments). Highlighting some expectations for president and qualifications. It appears that they listened to comments from faculty and staff.
- Committee will be fairly closed at this point, but please nominate anyone that you think might fit this. E Grospitch – just need to give the search committee the name and contact information.
- Next meeting is September 26th at 3:00 pm, which is the same day as Dr. Farley's retirement party (3:30pm). This will be short – conversation with Marshall Meek and no business so that it will be done.
- During the talking about Constitution, Shaun will pass the gavel during this since he did quite a bit of work on it.

XVI. WUBOR/KBOR Update- Shaun Schmidt/Erin Grant

- KBOR – SS – Emporia is undergoing lots of change, including a new president and is taking advantage of a rule that allows them to make changes as part of their “modernization” including removing tenured faculty and others. There is concern that they are not following processes already in place. Sourgens – Was their president from outside academia? (Yes) A member of WUBOR where this was brought up seemed to think it wasn't a major issue, and that the new president at Emporia had “won over” those with concerns. C Holthaus: that person who made the comment that this was not an issue was a KBOR rep, so he had a different perspective, and that person is no longer on our board. The request to have a terminal degree in their field should help with this issue.

- Zwikstra- Do we know if KBORs COVID policy will be sticking around for a while? (Since that appears to be part of the way they are able to cut people so quickly.) (There did not appear to be a clear answer to this question.)
 - WUBOR – Next meeting on Thursday
- XVII. VPAA Update - Dr. Laura Stephenson
- Got good press about being a top Regional University in the US.
 - For Public Regionals in Midwest, we were #5 in Low Debt and # 29 for being a Veteran Friendly campus. This is due to hard work done by faculty for the past several years. (low-cost texts, helping students be successful, etc). Glad we are getting positive press from that.
 - Holly Broxterman will be providing support for Faculty Senate this year. She is new to VPAA office.
 - Meetings next week for Bridge of Strategic Plan (Tues and Wed next week for Faculty, Thursday for Staff). There will be other opportunities to weigh in if you can't make them.
 - Barraclough: Who is facilitating them? Stephenson: Riley Siebold
 - M. Burdick – Concerns that there is an overlap of CAS meeting and the Wednesday Bridge meeting, which will limit who can come to the meeting. Stephenson: My thought is that many of the issues are campus wide, not specific to groups, so it's less of an issue if CAS ends up going mostly on one day. Wasserstein – There is interest in another session since some people can't make it to the Tuesday session and feel like they need to go to the CAS session.*
 - I. Note that after this meeting it was announced that there would be a third session on September 28th 3-5 pm.
Register here: [Academic Bridge Strategic Planning Tickets, Multiple Dates | Eventbrite](#)
 - Wasserstein – last time you mentioned the EAB group was “optimizing” scholarships. What does “Optimization” mean? L Stephenson: don't know the answer yet, but trying to be strategic, what are the ways we can optimize. We are trying to move away from ACT scores and grade grid, but don't have a good system for looking at need based.
- XVIII. Consent Agenda –
- Faculty Senate Committee Reports- none
 - University Committee Reports- none
- XIX. Old Business-
- Action Item 22-4 Faculty Senate Constitution Replacement (Amended) (pages 8-30)
 - The initial reading was in November of 2021 (on pg 8), and it was modified since then. This modified proposal is listed on page 10.
 - E. Grant now has the gavel since S Schmidt was heavily involved in these changes.
 - S Schmidt – move to open the issue (Wasserstein seconds).
 - I. Scofield would like a change made to graduate committee, to say that those on the committee would be involved in

graduate programs. Schmidt: Scofield is talking about section on pg 20. Currently this committee is across the university and doesn't have a good home. The point was to move it to Faculty Senate to make sure the academic aspects would be covered by The Faculty. Scofield – I have language that I would like to see included* (attached as an addendum below). Would like to see some limitation removed since others are being added to make sure the council will be able to function.

- II. Schmidt – I foresee this committee taking on the role of the Graduate committee.
- III. Scofield – I move we amend the constitution as read, Wasserstein seconds. Holt: Would this affect librarian's ability to serve on the committee. Schofield: no because librarians serve all students. Wasserstein: Graduate Council will still exist, regardless of what we do here, correct? B Scofield: It would change their group to make the recommendation to (Grad Council to Grad Comm of FS). Schmidt: Could you repeat the composition about who would be included? Does it include a university wide representation? (yes) Motion to amend the constitution as read is passed. Sourgens: Question about things fall into the seams (perhaps undergraduate programs that affect the graduate programs. Who would have jurisdiction over that (where the two meet)? Schmidt: This body. Scofield: presumably the program bringing it up would be aware of any overlap. Wagner: not always. It's good to have a backup on oversight.
- IV. Zwikstra: Why does the AAC need 2/3 rather than majority? Schmidt – Based on making sure there is a super majority for anything that would affect the whole university.
- V. Ginzburg – Looking at removing "librarians" as a category. Who else does this include? How would this change our representation? Wasserstein – We are still working through to make sure we know exactly what it looks like. As it currently stands we have 2 from SOL and 1 Lib from SOL. This would be switched to 3 total, but I'm amenable to saying at least one rep had to be from the library (and could do that for the rest of WU as well.) Barraclough – For my clarification, who else falls into the category besides Library and Center for Student Success? (Schmidt – Leadership, LINK, etc. A total of 5 groups who may not have a unit.) Wasserstein- this is to make sure that eligible individuals have a chance to have representation. Scofield – Small Business Development Center has a closer tie to School of Business than the broader faculty. Wasserstein – It would

be counted within the School of Business, and either method of counting this position didn't change the representation numbers. Other similar positions (like Math lab head), don't really affect numbers. We could make sure the Standing Rules clarify where a person stands. Schmidt – This clarification in the Constitution seems to do it by exclusion, rather than whom they report to. Perhaps adding language in Part C may clarify this. Wasserstein – we should look into this specifically because it may not be included in the Census, so we need to make sure we can get this information from Administration.

- VI. CZ – Does anyone else find the sentence saying who can vote ambiguous (based on faculty status.) – ie full time, excluding those who are serving MORE than ½ time in administrative capacity. (Wasserstein – They cannot vote if more than ½ admin). Ewert – yes, clean up the language so that it is very clear who can/cannot vote.
- VII. Schmidt- move to postpone action to a future meeting, seconded by Wasserstein. Motion passes
- VIII. Gavel passed back to Schmidt from Grant.

XX. New Business-
XXI. Information Items-

- Emeritus work moving to Faculty Handbook Committee before coming to Faculty Senate.
- Rules of Order Recording for Faculty Senate was made on Tuesday, Sept 6. (Wasserstein will post this.)
- Ye Wang on sabbatical, Joey DeSota voted by C&P division to replace.

XXII. Discussion Items-

- Faculty Discussion of Farley Retirement Package
 - Ewert – What is the purpose of this part of the meeting – to air grievances or to create an action? Schmidt – there were questions raised at the last meeting, so this is a chance to give people the chance to discuss them.
 - Rossi – What are the details? Ewert – pulling up the information. Kay – This article indicates Dr. Farley's pay will increase from 283,000 to 327,000 and he will help recruit students (while working from Washburn office. Then he will be on year-long sabbatical (making 360,000) and have a statue in his honor. Ewert – this article also mentions country club membership.
 - Moddelmog – How does this impact WU going forward? Does this impact search, given the current president is still on campus and in the presidential house? What about giving to the University? (Perception might be that WU has enough money.) Is there a role that Faculty Senate might be able to advise the Board about future retirement packages?

- Scofield – His new office is in this building (BTAC), so he will not be in the same building, and he will be closer to alumni.
- Kay – What would be a comparable settlement plan at another institution of our size? Is this surprising or are we not familiar with it (these types of packages)?
- Friessen – Was he asked to leave or did he retire? Kendall-Morwick – He was approached about retiring by the board. Grant – many students frustrated with the amount of the retirement package, so this may affect future alumni.
- Moddelmog – Division meeting announced that we would be discussing this at Faculty Senate, but no emails were received from faculty (at least none sent to her). McGuire – One question that was raised was “Is this right?” and “Should one be making more money in retirement than working?” Rossi: Is this set in stone? Schmidt: Yes, was set in March.
- Ginzburg: Hard to make a clear break/find a new president if the prior one is still around. This is a concern. Lolley- Do we have a clear reporting structure? (What will Farley be able to do as President Emeritus?) Schmidt– Don’t know, but assume President Emeritus would work for the current President. There are a couple of pieces – BOR only employs the president, so they are in charge of the package. President Farley is loved by the community and WUAAF might want to utilize that to benefit the University. Over totality of his time, he was a good president and has done a number of good things.
- Porta – Are we sure the board only hires one person since we are promoted/hired by the board? Holthaus – kind of both correct. WUBOR is responsible for running university, being financially sound, and hiring president. He has always had an annual contract which was renewed. WUBOR does approve tenure, but not employment. Sourgens – There are two ways this could go – a separation agreement, or an employment agreement (as Pres. Emeritus). I find it difficult to understand how it is slotted. Holthaus– any contract would be subject to open records act, according to Kansas Law. Porta – we either have two people hired by the board, or all of us are hired as well.
- Wasserstein - I may be wrong, but I suspect we will not know much more than what was in the open record act. It does seem that we can ask what the reporting structure is since it is relevant to operations of WU.
- Porta – Can we still consider what is happening to see if it is happening correctly? Was this done in a way that reflects the interests of the University?
- Sourgens – I think people could ask for their own open records request, or do we as a body want to do this? What is the role of a President. Emeritus, given that the position is being created to a

degree? Could we have someone from the board come answer questions?

- Schmidt – There is no role in the Faculty Handbook (Holthaus: I agree, this is at the board’s discretion.)
- Scofield- Is the next step having a list of questions for Marshall?
- Schmidt– To me, we could ask WUBOR, but not sure what that would do. Can ask Dr. Farley, but he does not routinely come to meetings. Asking Marshall seems like logical step since he will set the tone.
- Wagner – there may be a benefit to letting the board know what some of the concerns were (as they move forward).
- Sourgens – maybe letting the campus/Faculty Senate know in advance which could allow for clear communication?
- Schmidt – How do you want to proceed? What do you want out of this?
- Wasserstein – I think it’s best to visit with Marshall first and then we can change things if needed.
- Ginzburg – Best to try to set a relationship building meeting. Ewert – I agree. Ginzburg – This is new to everyone since most weren’t here 25 years ago when Dr. Farley started.
- Schmidt – How many people were here 25 years ago? (Only 2)
- Sourgens -I think we should send questions in advance. It would give him (Marshall) a chance to answer in a well thought out way.
- Send questions to Shaun and Tracy. Exec Committee will compile questions and get them to Marshall Meek 4-5 days in advance.
- Grant – Will there be any committee business that has to happen next meeting? Wagner -Committees will just have first meeting this week, so it’s unlikely there will be any.

XXIII. Announcements

- E Grospitch and James B– Grad and Career fair is Wednesday 10 -2
- McGuire Write-on-Site is happening in MO 210 on Mondays from 1-2:30 and HC 225 on Fridays from 3:00 – 5:00. Write-on-Site is basically a dedicated space to allow interested faculty to write at the same time with others. By participating in this “group” faculty will have dedicated time to work on their scholarly or other writing pursuits.
- Philosophy lecture for free speech is next Tuesday
- KBOR will consider John Dicus to be the rep to WUBOR

XXIV. Adjournment: Wasserstein moves and Kendall-Morwick seconds at 4:25 pm
Motion passes

*Addendum to Minutes (Scotfield presentation on proposed amendments to Constitution)

ISSUE: Faculty Senate Constitution as proposed does not ensure that graduate faculty oversee graduate curriculum.

1. Eliminate Graduate Academic Affairs Committee section in Faculty Senate Constitution
 - a. Change Graduate Council so that the Faculty Senate Representative Chairs the committee instead of having Graduate Council elect its own chair.
 - b. Change Graduate Council so that it reports to the Academic Affairs Committee of the faculty senate, rather than to the Faculty Senate as a whole

DISCUSSION: This alternative keeps the Graduate Council that already includes a representative for every graduate program, which is not a realistic membership for a Faculty Senate Committee. Changes can be made to increase the Faculty Senate oversight of Graduate Curriculum by having its recommendations go to the Academic Affairs Committee and by having its chair be appointed by the Faculty Senate. Graduate Council changes would be made by the Graduate Council and need approval up the chain of command. Coordination should be possible.

2. Change the Faculty Senate Constitution
 - a. Add a requirement that members of the Graduate Academic Affairs Committee have a role in a graduate program.

CURRENTLY PROPOSED

3. Graduate Academic Affairs Committee membership will include one Faculty Senator from University-Wide Faculty, and one faculty member from each School and College that offers at least one graduate program.

The VPAA or their designee will serve as ex-officio, non-voting member.

If possible, all faculty members of the Graduate Academic Affairs Committee should be senators. However, if a Major Academic Unit has three or fewer senators, or University-Wide Faculty has only one senator, the Executive Committee may ask the relevant unit(s) to elect a non-senator to the Graduate Academic Affairs Committee to ensure adequate representation. If elections of non-senators must be made, the minimum proportion of the faculty members of the Graduate Academic Affairs Committee who will be senators is one half.

ALTERNATIVE

3. Graduate Academic Affairs Committee membership will include one Faculty Senator from University-Wide Faculty, and one faculty member from each School and College that offers at least one graduate program. **The faculty members from each School and College must have a role in a graduate program to qualify to serve on this committee.**

The VPAA or their designee will serve as ex-officio, non-voting member.

If possible, all faculty members of the Graduate Academic Affairs Committee should be senators. However, if a Major Academic Unit has three or fewer senators, or University-Wide Faculty has only one senator, **or there are insufficient faculty senate members with a role in graduate programs**, the Executive Committee may ask the relevant unit(s) to elect a non-senator to the Graduate Academic Affairs Committee to ensure adequate representation. ~~If elections of non-senators must be made, the minimum proportion of the faculty members of the Graduate Academic Affairs Committee who will be senators is one half.~~

- b. Let Graduate Council figure out what it wants to do now that graduate curriculum is in the hands of the Graduate Academic Affairs Committee

DISCUSSION: This alternative transfers responsibility from the Graduate Council to the Faculty Senate. My expectation is that the Graduate Council will continue to be the originating body for graduate curriculum and will then send their recommendation to the Graduate Academic Affairs Committee. Since the faculty senate includes plenty of faculty with no role in a graduate program, it seems likely that non-senators will be needed in this committee. As long as there is a chair from the faculty senate, the participation of non-senator faculty can represent an additional service opportunity for faculty. Setting a limit on non-senators seems unnecessary since non-senators will only be used when no senator is suitable and the limit may set a difficult constraint to meet in some possible situations.

Graduate Council from website: <https://www.washburn.edu/faculty-staff/faculty-resources/governance/faculty-senate/committees/graduate-committee.html>

Committee Charge

The Graduate Committee is charged with evaluating carefully and **making recommendations to the Faculty Senate** regarding new graduate programs and major revisions to programs proposed by any Major Academic unit of the University. The primary concern of the committee shall be consistency of the proposed program with applicable University-wide guidelines and regulations, potential impact of the program on other established programs in the University, and financial implications of such new or revised programs.

Committee Members

- JuliAnn Mazachek, VP- Academic Affairs (Ex-officio)
- John Francis, Associate Dean- School of Law (Ex-officio)
- Tracy Routsong, Assistant Dean- College of Arts and Sciences
- Erin Grant, Faculty- Criminal Justice and Legal Studies, School of Applied Studies
- Rhonda Peterson-Dealy, Faculty- Social Work, School of Applied Studies
- Becky Dodge, Faculty- Allied Health, School of Applied Studies
- Stacy Conner, Faculty- Human Services, School of Applied Studies
- Michael Rettig, Faculty- Education, College of Arts and Sciences
- Jim Schnoebelen, Faculty- Communication Studies, College of Arts and Sciences
- Dave Provorse, Faculty- Psychology, College of Arts and Sciences
- Tracy Davies, Faculty- School of Nursing
- Michele Reisinger, Faculty- School of Nursing
- Danny Funk- School of Business
- Barbara Scofield, Faculty- School of Business
- Sarah Daniels- Mabee Library
- Abby Trautman, Student Representative- Washburn Student Government Association
- Tonya Ricklefs- Faculty Senate Representative

Faculty Senate Constitution revision

G. Graduate Academic Affairs Committee

1. The Graduate Academic Affairs Committee reports to the Faculty Senate.
2. The Graduate Academic Affairs Committee is charged with making recommendations to the Faculty Senate regarding graduate academic programs and policies. The primary concern shall be ensuring the consistency of proposed programs with applicable University-wide and external accreditation guidelines and regulations including admission criteria and procedures, potential impact of the programs on other established graduate programs in the University, and financial implications of such new or revised programs. Joint programs including the School of Law are subject to this review; all programs exclusive to the School of Law are not subject to this review but will be submitted as information items to Graduate Academic Affairs Committee and Faculty Senate.

The committee's purview includes:

- a. all new graduate academic programs, including majors, dual degree programs, expedited dual degrees with undergraduate programs, and certificates;
- b. deletions of and major revisions to academic programs (those that fall into categories c-e below);
- c. policies that redefine standing university criteria (e.g., the prior completion of undergraduate work);
- d. academic or programmatic changes to graduate programs requiring financial investments beyond the unit (i.e., new university funding); and
- e. changes that directly affect other units, including courses accepted by units and programs included in dual and expedited degrees.

The Executive Committee may also delegate other matters to this committee.

3. Graduate Academic Affairs Committee membership will include one Faculty Senator from University-Wide Faculty, and one faculty member from each School and College that offers at least one graduate program.

The VPAA or their designee will serve as ex-officio, non-voting member.

If possible, all faculty members of the Graduate Academic Affairs Committee should be senators. However, if a Major Academic Unit has three or fewer senators, or University-Wide Faculty has only one senator, the Executive Committee may ask the relevant unit(s) to elect a non-senator to the Graduate Academic Affairs Committee to ensure adequate representation. If elections of non-senators must be made, the minimum proportion of the faculty members of the Graduate Academic Affairs Committee who will be senators is one half.

4. The Graduate Academic Affairs Committee is reconstituted each academic year. Each member is appointed to a one-year term.
5. The committee selects its own chairperson.

Decisions of the Graduate Academic Affairs Committee require the affirmative vote of a majority of the membership. Proxy voting shall not be allowed.

Agendas that contain items that constitute first reading for Faculty Senate will be distributed to all members of the committee six calendar days in advance of any scheduled meeting time.

6. The Graduate Academic Affairs Committee is a standing committee.

Washburn University
Meeting of the Committee of the Whole - Faculty Senate
September 26, 2022 at 3pm
Meeting in Forum Room Hosted by FS Executive Committee

Present: Barraclough, Cook-Cunningham, Dahl, DeSota, Ewert, Florea, Friesen, Grant, Holt, Huff, Kay, Kendall-Morwick, Kimberly, Lolley, McGuire, Moddelmog, Noonan, Rivera, Rossi, Sainato, Schmidt, Scofield, Sourgens, Toerber-Clark, Wagner, Zwikstra

Absent: Ginzburg, Juma, Lockwood, Porta, Smith, Wasserstein

Guests: Lanning S, Grospitch E, Holthaus C, Stephenson L, Leffingwell Q, Hanes S, Broxterman H, Siebold R, Luoma S, Ball J, Erby K, Smith I, Sun N, Adebayo A, Clouch T, Garcia R, Meek M

- I. Call to Order at 3:02 pm by Schmidt
- II. Approve minutes- none
- III. President's Opening Remarks
 - No business today since this is a Committee of the Whole. However, minutes will be taken.
 - Introductions were made for all first-time attendees.
 - Questions from our last meeting and other conversations were collected and summarized by the Executive Committee, then given to Marshall Meek. Some questions will not be able to answered at this point because Marshall Meek is not yet Interim President. Other issues in question were between President Farley and WU-BOR and therefore he cannot answer questions about that process.
- IV. WUBOR/KBOR Update- none
 - KBOR
 - WUBOR
- V. VPAA Update - none
- VI. Consent Agenda –
 - Faculty Senate Committee Reports- none
 - University Committee Reports- none
- VII. Old Business- none
- VIII. New Business- none
- IX. Information Items- none
- X. Discussion Items- Introduction by Schmidt
 - Faculty Discussion with Washburn University Foundation President and soon to be Washburn University Interim President Marshall Meek
 - Apologize for the one-way nature of this discussion, but we have a short time and so will try to make it work for today.
 - I appreciate shared governance, and am looking forward to continue working with this group.
 - Personal Background – Born in Manhattan, KS, grew up there, and went to K-State. I graduated with a Bachelor's in Communications with an

emphasis on Public Relations. Stuck around for an extra year and worked for United Way. (I actually started working for them while finishing my degree.) Moved to Kansas City after getting married so that my wife could work on her next degree. Worked at American Diabetes Foundation, then Cerner (6 years in charitable wing). Moved to Topeka and started working for the Foundation at St. Francis (4 years). Met new people and started taking Mission trips to Haiti, getting involved in other groups around Topeka where I met Juli Mazachek. Started working at Washburn University for the Foundation in 2015 to finish the 150 Forward Campaign. During this time started doing foster care (while waiting for an adoption from Haiti to come through). In 2017, I completed my MBA at Washburn and became president of Washburn University Foundation.

- Interim President role – I agreed to take this on because of the work the Faculty does. Every conversation with alumni includes a conversation about what a difference the Faculty made in their lives. I thought it would be great to help lead that during the transition time.
- What will I do and what *can* I do as Interim – The Regents are looking for stability, so I'm not looking at a major reorganization or anything like that. There are some issues that we need to keep moving forward on and make progress. (Enrollment, space challenges/management). Trying to listen and then organize into 3 categories: 1) Listen and Report to the next President, 2) Listen and Recommend to the next President, and 3) Listen and Act on now. What needs to be done now vs what needs to be left for the new president is a big question. It will be important to have many conversations with campus to do this. This is hopefully the beginning of a productive relationship.
- Dr. Farley's presence – I had a similar situation when Dr. Mazachek left the Foundation and became VPAA. There was a huge difference between before she came and when she left the Foundation. She did a great job. I did not struggle filling her shoes because she was a great partner. I think my team, the board, and trustees think that was successful and I don't think this will be any different. In terms of the new leader, will need to find someone who is confident in their own vision and I think we will be able to do this. People applying for positions like this expect dynamics like this.
- What will happen at the Foundation while I'm Interim President- We have a strong leadership team. Gina Stewart knows the organization inside and out – she is a Washburn graduate and has been here ever since. I will maintain oversight on key decisions and working with donors. Since one of the responsibilities of President is to work with key donors, this will work well.
- Dr. Farley is in a great place and is ready to take a great approach on this. I have never reported to Dr. Farley before. We are from two different organizations, and yes, sometimes we disagree. When the issue at hand dealt with campus, he got his way and when the issue was with the Foundation, I got my way. He has been crystal clear that when his term is president is over, I will be doing the decision making (and Board has been

clear about this as well.) I don't think there are any concerns about his presence on campus and I think it will be a benefit.

- Effects of Dr. Farley's retirement/transition on fundraising – I think it will be a good year, we feel good about things. The stock market does affect people's willingness to give. Our donors tend to take a longer view than just one particular transition. They see the work you (the faculty) are doing in the classroom and it reminds them of what they experienced. I will not speak for every donor, but I think there is a deep appreciation for what the Farleys have done, and an understanding that everyone needs to retire at some point.
- Dr. Farley's role in fundraising – He will report to the University president. For twenty-five years, this has been more than a job to the Farleys. They know the goal is to build trust over time and then connect people to opportunities on campus. It's sometimes hard for people to imagine asking for money, but if we are doing it right, we don't even have to ask: they want to help. Our job is to connect them to opportunities to make a difference. Dr. Farley has built these relationships and it makes sense for him to continue those conversations. The fundraising has already begun and he adds value to that. I don't think this will take away from the new president being able to establish new relationships. How will Foundation make sure the new president makes these relationships? We have studied this for the past several years (knowing that Dr. Farley would retire one day) and we will have a 100 day plan that will be ready to go. It is very granular – for example call these 5 specific people on day one. We are counting on these good relationships, and they will be critical to upcoming campaigns.
- Brief topics – KBOR / Gen Ed framework: I have talked with Dr. Stephenson about this already and I look forward to working with her on those efforts
- Emporia State University – I understand this is very unsettling, but we do not have any plans to do something similar at Washburn. We have taken a conservative approach financially and are in a good place. We are trying to address these issues (*maintaining good finances*) so that we don't have to consider something like this (*laying off large numbers of people including tenured faculty*)*. Enrollment is at the top of the list here. This is something I've already started studying, but it will undoubtedly be a front-burner issue.
- How can Faculty Senate/Faculty best help Washburn at this time? This is a time of transition. Our leader of twenty-five years is in his last 5 days and a search is underway. Take a deep breath and remember we have been here 158 years and transitions will occur. The magic happens in the classroom with interactions and that will not change during our transition. We have an opportunity to put our best foot forward and attract a new leader who will hopefully stick around for another twenty-five years. We are planning on listening sessions early on with the Faculty and Staff.

That is all I have for now and I hope you will join me in Washburn A&B to celebrate Dr. Farley's retirement.

- Schmidt – Thank you for coming, we don't have time for questions but I will reiterate an open invitation for you as the Interim President to come to any meetings.

XI. Announcements - none

XII. Adjournment – Grant moves, Mosier seconds to adjourn at 3:32. Motion passes.

*Italicized words in the comments about Emporia State were not said by M Meek, but were inserted by the secretary for clarification of the situation for posterity. Because this event had just occurred in the last two weeks, it was very clear at the time of the remarks that M Meek was referring to the financial stress at Emporia that led to the termination of many positions on campus utilizing a COVID-era emergency process rather than normal termination processes (at least for tenured faculty positions).

Assessment Committee Meeting Minutes

August 30, 2022

Present: Beth O'Neill (Chair), Jennifer Ball, Bassima Schbley, Chris Jones, Gloria Dye, Debbie Isaacson, Steve Hageman, Tom Hickman, Bobby Tso, Kara Kendall-Morwick, Rhonda Boeckman, Christa Smith, Tara Lindahl, Benjamin Reed

- I. O'Neill welcomed the committee to a new committee year and members in attendance provided a brief introduction.
- II. Ball welcomed and thanked the committee members for their service and reminded all of the function the committee plays, and its importance to student learning and accreditation.
- III. Overview of Assessment Activities for this Year

New website and newsletter: Will be rolled out during September. The goal is to broaden communication and make assessment more accessible. The newsletter will be produced three times per year: September, January, April/May. O'Neill will notify members when the website has gone live and would appreciate feedback on it and the first newsletter.

Program Assessment: Program assessment materials were due on 8/19 and the committee is now able to review the materials submitted and provide feedback to the programs. Members can come to a retreat on 9/23 from 12:00-3:00 PM to have a social lunch opportunity with peers and to work on reviewing program assessment materials.

Assessment Grants: Due on September 23 and April 7. The committee evaluates the proposals and determines who is awarded funds. A subcommittee will be formed for this process.

Assessment Awards: Assessment committee awards two awards: Rising Star and Achiever. Materials will be reviewed and award determinations are made in Spring 2023.

HERI Faculty Survey: The HERI survey of faculty/instructors is completely every three years at WU and WUTech. It will be completed in Spring 2023, and planning for its roll out will take place during the Fall semester. In addition to receiving data from our faculty/instructors, we will also receive comparison data from similar institutions. Committee members will be asked to encourage their colleagues to participate, and a couple members of this committee will be asked to sit on an ad hoc committee to plan for the HERI.

GCED and ILT USLO Assessment: The assessment committee voted previously to move to a rotation where only two USLOs were reported on and examined each year. This year, the Global Citizenship, Ethics, and Diversity USLO and Information Literacy and Technology USLO will be assessed. Both will be assessed in the relevant general education courses, and then a secondary measure targeting upper classmen will also be given. ILT will be assessed using the SAILS instrument, which has been used by WU previously. The secondary measure for GCED has not yet been determined. Committee members can:

- Encourage their students to participate in the secondary measures, and communicate with colleague regarding USLO focus and that they can encourage student participation.
- Consider the assessment data next year to think of how we can use the data, as well as how to present the data to faculty.

Plan for Creative Thinking USLO Assessment for Next Year: Need to develop a plan for assessing creative thinking among the upper-level students next year. A standardized instrument was used previously, but we want to change and possibly do an artifact-based assessment, using a AAC&U rubric. Need subcommittee to assist with this planning.

IV. Subcommittee Sign up:

Grants	Awards	Creative Thinking	HERI Faculty Survey
Bobby Tso	Bobby Tso	Chris Jones	Bassima Schbley
Tom Hickman	Tom Hickman	Gloria Dye	Debbie Isaacson
Steve Hageman	Steve Hageman	Michael McGuire	
Benjamin Reed	Emily Grant		
Rhonda Boeckman			

- V. Smith (Director of SARR) presented report on Communication and Quantitative and Scientific Reasoning USLOs from 2021-2022. Departments that are interested in their own scores can reach out to request their departmental data, including comparisons to previous years.
- VI. O'Neill presented on the process for evaluating program assessment materials in Taskstream. A recording is available for committee members to review: <https://youtu.be/ov8PPZOeTpg>. Committee members are asked to have all reviews completed by the end of September, if possible, and are invited to a retreat on 9/23/2022 for lunch and to review program assessment materials.
- VII. Next meetings will be: October 19, 2022 at 11:00 AM and November 17, 2022 at 10:30 AM.

International Education / International WTE Committee

Sept. 21, 2022, 4-5 pm, International House

In attendance: Maria Stover, Seid Adem, Lindsey Ibanez, Liviu Florea, Lara Rivera, Miguel Gonzalez-Abellas (ex officio), Baili Zhang (ex officio - Secretary)

By email: Zach Frank

Absence: Lori McMillan

Reports from members

- Frank (by email): Tonya Ricklefs and Kim Mors are planning to lead a group to Columbia in the Spring semester.
- Florea: Michael Stoica is planning to lead groups to China and Belgium; Dmitri Nizovtsev is coordinating the SoBU Research Seminar with international participants.
- Rivera: SON is planning two student group trips, one to Puerto Rico (by Lara Rivera and Amy White) and the other to Costa Rica (by Crystal Stevens and Belinda Eckert.)
- Gonzalez-Abellas; Courtney Sullivan and Kerry Wynn are planning to lead a group to France next spring / summer; Georgina Tenny is leading a group to Mexico next spring / summer.
- Stover: She is planning to lead a group, the International Media Seminar, to Paris next spring / summer
- Zhang: International student enrollment headcount this fall (211) increased by 20% over last fall (175); the increase is most reflected in the SoBU and CIS majors.

Discussion of WTE-related Topics

- “Nursing Perspectives in the Caribbeans - Puerto Rico” program will qualify again as a international trip due to severely reduced options caused by COVID restrictions still in place in some regions.
- “Courtesans in the Nineteenth Century France” program proposal will be emailed to members for future action.
- Prospective participants can apply for vaccine exemptions to travel abroad based on medical or religious grounds so long as the receiving countries do not require it.

Respectfully submitted,

Baili Zhang, Secretary

FACULTY AGENDA ITEM 22-4 (Original)

Date: November 29, 2021

Submitted by: Faculty Senate Constitution Task Force, Shaun Schmidt, Chair, Ext 2265

SUBJECT: FACULTY SENATE CONSTITUTION REPLACEMENT

Description: The Faculty Senate Constitution Task Force is recommending to replace the existing constitution with an updated version as attached below. The current version is also attached for comparison. As there are a substantial number of changes being recommended in language and organization of the document a side by side comparison is not realistic.

Major changes include:

- 1) The addition of a preamble.
- 2) Clarification of the duties of the Faculty Senate as found in Section I.B.
- 3) The Faculty Senate will have the “final say” on most matters brought before it. In Section I.D. the relationship between Faculty Senate and General Faculty has been adjusted.
- 4) In section II the eligibility to vote for and serve on Faculty Senate has been stated more clearly.
- 5) Classes of Senators has been established in Section III.D to ensure equal turnover of senators each year.
- 6) In Section IV.B. the reassigned time for the Secretary of Faculty Senate has been increased to one-quarter from one-eighth.
- 7) Constitutionally mandated duties on the officers are defined in Section IV.C. (Additional duties are defined later in the Standing Rules, see section V.J.)
- 8) A quorum is established for Faculty Senate in Section V.C.
- 9) Standing Rules are established in Section V.J. which are meant to be the operational guide for the Faculty Senate.
- 10) In section VI.D.2. the composition of the Electoral Committee is defined.

Rationale: At the completion of the Spring 2018 semester the Faculty Senate established the creation of this task force to “investigate any aspects of the Faculty Senate to determine any strengths and weaknesses. Given any weaknesses, the Task Force will research alternatives and where appropriate bring forward to the Faculty Senate recommendations for changes.” Much of the work of this task force has been previously reported to the Faculty Senate by way of meeting minutes. What is attached below is a revised constitution which maintains the strengths of the Faculty senate, but addresses some of the weaknesses as it is currently manifested.

The revised Faculty Senate Constitution clarifies the charge of the Faculty Senate, the relationship between Faculty Senate and General Faculty, and the duties of the officers. It also establishes Standing Rules for the Faculty Senate which will guide the collective workings, expectations, and procedures for improved continuity of the operations of the Faculty Senate.

Financial Implications: An additional one-eighth release time for the Faculty Senate Secretary.

Proposed Effective Date: *Identify the implementation date of the proposed agenda item.*
Request for Action: *Approval by FS/ Gen Fac/WU-BOR*

Approved by: *AAC on date*
FAC on date
Faculty Senate on date

Attachments Yes X No

FACULTY AGENDA ITEM 22-4 (Amended)

Date: *September 5, 2022*

Submitted by: *Faculty Senate Constitution Task Force, Shaun Schmidt, Chair, Ext 2265*

SUBJECT: *FACULTY SENATE CONSTITUTION REPLACEMENT*

Description: *The Faculty Senate Constitution Task Force is recommending to replace the existing constitution with an updated version as attached below. The current version is also attached for comparison. As there are a substantial number of changes being recommended in language and organization of the document a side by side comparison is not realistic.*

Major changes include:

- 11) The addition of a preamble.*
- 12) Clarification of the duties of the Faculty Senate as found in Section I.B.*
- 13) The Faculty Senate will have the "final say" on most matters brought before it. In Section I.D. the relationship between Faculty Senate and General Faculty has been adjusted.*
- 14) In section II the eligibility to vote for and serve on Faculty Senate has been stated more clearly.*
- 15) Section II.C. creates a constituency of University-Wide Faculty that includes all eligible faculty who do not report to a Dean of the College or one of the Schools. Language elsewhere in the Constitution referring to "librarians" is replaced by this constituency.*
- 16) Classes of Senators has been established in Section III.D to ensure equal turnover of senators each year.*
- 17) In Section IV.B. the reassigned time for the Secretary of Faculty Senate has been increased to one-quarter from one-eighth.*
- 18) Constitutionally mandated duties on the officers are defined in Section IV.C. (Additional duties are defined later in the Standing Rules, see section V.J.)*
- 19) A quorum is established for Faculty Senate in Section V.C.*
- 20) Proxy voting is clearly stated as not allowed for Faculty Senate in Section V.D. and in the respective Standing Committee descriptions in Section VI., part 5 of each.*
- 21) Requirements for publishing standing committee agendas has been moved from the same section as the Faculty Senate, Section V.F. to the respective committee description in Section VI., part 5 of each.*
- 22) Standing Rules are established in Section V.J. which are meant to be the operational guide for the Faculty Senate.*
- 23) Section VI.A.3 establishes a new standing committee of the Faculty Senate, the Graduate Academic Affairs Committee to clarify faculty oversight of graduate level curricular matters. The committee description is found in Section VI.F.*

The purview of the existing Graduate Council will need to be addressed separately in the Faculty Handbook to remove these curricular responsibilities.

24) In section VI, committee sections have been edited to be in a parallel presentation:

Committee Name

- 1. Committee ownership*
- 2. Committee charge*
- 3. Committee composition*
- 4. Terms of service for members*
- 5. Constitutionally mandated rules*
- 6. Timeline for sunset of the committee*
- 7. Other as needed*

25) In Section VI.E.3. the composition of the Electoral Committee is defined.

26) In section VI.F.2., the Academic Affairs Committee is given faculty oversight for curricular changes from units outside of the college or one of the schools.

Rationale: At the completion of the Spring 2018 semester the Faculty Senate established the creation of this task force to “investigate any aspects of the Faculty Senate to determine any strengths and weaknesses. Given any weaknesses, the Task Force will research alternatives and where appropriate bring forward to the Faculty Senate recommendations for changes.” Much of the work of this task force has been previously reported to the Faculty Senate by way of meeting minutes. What is attached below is a revised constitution which maintains the strengths of the Faculty senate, but addresses some of the weaknesses as it is currently manifested.

The revised Faculty Senate Constitution clarifies the charge of the Faculty Senate, the relationship between Faculty Senate and General Faculty, the duties of the officers, and the standing committee structure and function. It codifies faculty representation for faculty outside of the College or one of the Schools as a new constituency, University-Wide Faculty. It provides an independent, faculty driven pathway for curricular oversight of graduate programs. It also establishes Standing Rules for the Faculty Senate which will guide the collective workings, expectations, and procedures for improved continuity of the operations of the Faculty Senate.

Financial Implications: An additional one-eighth release time for the Faculty Senate Secretary.

Proposed Effective Date: This constitution will become effective starting with the 2022-23 Faculty Senate.

Request for Action: Approval by FS/ Gen Fac

Approved by: Faculty Senate on date

Attachments Yes X No

(Proposed) Faculty Senate Constitution

PREAMBLE

This Faculty Senate Constitution, as amended from time to time, provides a system for the participation of faculty in the governance of Washburn University. University governance involves collaborative relationships among the WUBOR, the president, administrators, faculty, staff, and students, as reflected in the WUBOR By-Laws and this Constitution.

II. PURPOSE AND DUTIES OF THE FACULTY SENATE

- A. The Faculty Senate, as the agent of the General Faculty of Washburn University, speaks on behalf of that body to the University community and is empowered by the General Faculty as confirmed by the Washburn University Board of Regents to act on behalf of the General Faculty of Washburn University in matters described in this constitution.
- B. The duties of the Faculty Senate include, but are not limited to, the following:
 - 1. providing a forum for the expression of faculty opinion;
 - 2. advocating for the general rights, privileges, and responsibilities of the faculty;
 - 3. exercising primary responsibility in curricular matters;
 - 4. advising on matters of University policy including fiscal matters;
 - 5. advising on standards and procedures for faculty evaluation;
 - 6. promoting and maintaining academic freedom and freedom of expression on campus;
 - 7. overseeing the membership and function of all committees of the Faculty Senate and receiving, reviewing, remanding, approving or disapproving recommendations from the standing committees of the Faculty Senate.
- C. The Faculty Senate shall consider policies on University matters, including academic issues and matters that affect more than one of the Major Academic Units.
- D. As the agent of the General Faculty:
 - 1. The actions of the Faculty Senate may be reviewed, revised, recalled, or endorsed by the General Faculty.
 - 2. Any action by the Faculty Senate concerning changes in university graduation requirements or creation of new academic departments will be brought before the General Faculty for a vote.
 - 3. The Faculty Senate can choose by majority vote to bring any action of the body before the General Faculty for a vote.
 - 4. Any action of the Faculty Senate may be challenged by not less than twenty members of the General Faculty or 500 currently enrolled students. Such challenge must be presented as a signed written petition and presented to the Secretary of the General Faculty who will place it on the General Faculty agenda for action.

III. ELIGIBILITY AND MEMBERSHIP

- A. Eligibility to vote for faculty senators: Only full-time faculty on an annual contract are eligible to vote for the Faculty Senate, excluding those faculty serving more than half time in administrative capacities. Questions of eligibility will be referred to and determined by the Electoral Committee.
- B. Eligibility to serve as a faculty senator: Persons specified in II.A. as eligible to vote are also eligible to serve, excluding faculty on authorized leave of absence or sabbatical during such period of leave. Any faculty member who is eligible to serve may put their name forward for election.
- C. Faculty who do not report to a Dean in the School of Law, School of Business, School of Applied Studies, School of Nursing, or the College of Arts and Sciences shall constitute University-Wide Faculty.
- D. The School of Law, School of Business, School of Applied Studies, School of Nursing, University-Wide Faculty, and each Division within the College of Arts and Sciences shall elect representatives to the Faculty Senate in proportion to the number of voting faculty, as defined in II.A., in each unit, with one senator selected to represent each ten faculty members (numbers with 0-4 as the ones digit shall be rounded down, numbers with 5-9 as the ones digit shall be rounded up in each voting unit). Representation will be based on a census conducted by the Electoral Committee as described below in Section III.
- E. In addition, five at-large members of the Faculty Senate will be elected by all faculty specified in II.A. No more than two of these at-large members may come from any one School, the College, or University-Wide Faculty.
- F. A representative from the current pool of adjunct instructors will be invited by the Executive Committee to sit on Faculty Senate as a non-voting member
- G. The Vice President for Academic Affairs or their designee shall serve as a non-voting member of the Faculty Senate.

IV. ELECTIONS

- A. The Electoral Committee supervises all elections of Faculty Senators.
- B. The Electoral Committee is defined in Section VI.E..
- C. Each spring semester this committee reviews the census of faculty and redistributes the number of representatives prior to the annual election that will be held in April.
- D. The Electoral Committee shall maintain a division of seats into two classes: those to be elected in even-numbered, and those to be elected in odd-numbered years. These classes shall be apportioned such that the two classes contain approximately equal numbers of seats, and such that units are divided as evenly between the two classes as possible. Three at-large members shall be elected in even years, and two at-large members shall be elected in odd years.

- E. The Electoral Committee will conduct elections of at-large members to the Faculty Senate. Nominations for the at-large members of the Faculty Senate will be submitted to the Electoral Committee at least three weeks in advance of the election and will be publicized two weeks before the election.
- F. Each electoral unit will decide on its own mechanism for faculty voting for the Faculty Senate, subject to the oversight of the Electoral Committee.
- G. Regular elections for Faculty Senate seats shall be for two-year terms. Members of the Faculty Senate, serving from their unit or in at-large positions, are eligible to serve a maximum of two consecutive terms, but may be re-elected after an absence of at least one year from the Faculty Senate. If the representative's first term is the result of a special election, that service will count toward the two-term limit if more than one year. No senator will serve more than 5 years without an absence of one year.
- H. Should any member of the Faculty Senate prove unable to serve out a full term for any reason, a special election will be held to select a replacement for the remainder of the term. The election and representation (electoral unit or at large) will be the same as for the senator who is unable to serve.

V. OFFICERS AND LEADERSHIP

- A. In the final Senate meeting of the spring term, the newly constituted Senate will elect from among its members the officers of the Senate: President, Vice President, Secretary, and Parliamentarian.
- B. The President of the Faculty Senate shall ordinarily receive one-quarter reassigned time and clerical support from the office of the Vice President for Academic Affairs. The Secretary of the Faculty Senate shall ordinarily receive one-quarter reassigned time.
- C. Duties of Officers
 - 1. The President of the Faculty Senate shall:
 - a. preside over meetings of the Faculty Senate;
 - b. serve as chair of the Executive Committee;
 - c. meet regularly with University President and Vice President for Academic Affairs to provide feedback on issues related to the faculty (See section I.C.). At minimum these meetings shall occur in advance of Board of Regents meetings.
 - d. sit on the Council of Faculty Senate Presidents of the Kansas Board of Regents;
 - e. serve as one of the faculty representatives to the Board of Regents, and shall be prepared to report to the Board on issues before the Faculty Senate;
 - f. perform other duties as defined in the Standing Rules of the Senate;
 - 2. The Vice President of the Faculty Senate shall:

- a. serve as President in the case of absence or temporary incapacity of the President of the Faculty Senate;
 - b. serve as one of the faculty representatives to the Board of Regents, and shall be prepared to report to the Board on issues before the Faculty Senate;
 - c. perform other duties as defined in the Standing Rules of the Senate.
3. The Secretary of the Faculty Senate shall:
- a. maintain faculty senate records;
 - b. publish agendas, minutes, agenda items, membership list and committee assignments to the Washburn University public website;
 - c. receives items for Faculty Senate consideration, including materials for Faculty Senate committees;
 - d. organize meetings of the faculty senate;
 - e. communicate Senate business to:
 - (i) Faculty Senators,
 - (ii) Secretary of the General Faculty,
 - (iii) Secretary of the Washburn Board of Regents,
 - (iv) University President,
 - (v) President of the Washburn Student Government Association;
 - f. perform other duties as defined in the Standing Rules of the Senate.
4. The Parliamentarian of the Faculty Senate shall:
- a. answer procedural questions;
 - b. serve as custodian of the Standing Rules of the Senate;
 - c. perform other duties as defined in the Standing Rules of the Senate.
- D. In the case of vacancy of an officer position, an election will be held at the next Faculty Senate meeting.

VI. MEETINGS

- A. Meetings of the Faculty Senate and its standing committees are open meetings. Speaking privileges before the Faculty Senate shall be granted to anyone recognized by the President of the body, or whose right to speak is supported by a majority vote of the body. The University President and the President of the Washburn Student Government Association (W.S.G.A.) shall have the right to speak before the Faculty Senate.
- B. All actions of the Faculty Senate require the presence of a quorum, defined as at least half the elected senators.

- C. Actions of the Faculty Senate will be taken by majority vote of senators present except for amendments to the Senate Constitution as described in Section VII. Proxy voting shall not be allowed.
- D. Agenda items can originate with a Faculty Senator, the Executive Committee, a member of University Executive staff, or through the governance process of the academic units. Any member of the faculty or person in the university community can propose agenda items to the above list to be sponsored for consideration by the Faculty Senate.
- E. Each matter considered as new business shall be presented to the Faculty Senate as an agenda item in the form of two readings that may not occur on the same date. The first presentation of the matter shall be considered its first reading. Items coming to the Faculty Senate from the Academic Affairs Committee, Graduate Academic Affairs Committee, Faculty Affairs Committee, or Electoral Committees will be taken up as second reading.
- F. Agendas for each Faculty Senate meeting will be distributed to all members of the Faculty Senate and made available to the University community six days in advance of any scheduled meeting time.
- G. Minutes of all meetings of the Faculty Senate will be distributed as described above in Section IV under Duties of the Secretary.
- H. The President of the University shall have the right to non-concur with any action of the Faculty Senate, but in exercising this right, shall state the reasons for nonconcurrency in a letter to the Executive Committee of the Faculty Senate. The Board of Regents shall then be notified of the action of the Faculty Senate and the nonconcurrency of the University President, along with the stated reasons for nonconcurrency. A final determination of the matter shall be in the hands of the Board of Regents, and until such time the status quo shall prevail.
- I. Standing Rules of the Faculty Senate shall be established by the Faculty Senate and are supplementary to and subject to this constitution.
 - 1. The Standing Rules shall be drafted by the Executive Committee and re-affirmed annually as second reading at the first Senate meeting of the fall semester.
 - 2. The Standing Rules can be revised or suspended by a majority vote of the Senate. The Standing Rules must contain/address the following, but are not limited to:
 - a. Procedural orders for conducting meetings and carrying out the business of the Senate
 - b. Detailed job descriptions of officers expanding upon responsibilities mandated in Section IV.C
 - c. Expectations of senators
 - d. The procedure for conducting senate business and shared faculty governance processes, including the curriculum and item approval processes established by units

VII. COMMITTEES

- A. In addition to the Executive Committee, the Faculty Senate shall establish the following Faculty Senate standing committees:
1. An Electoral Committee, to oversee elections of the Faculty Senate;
 2. An Academic Affairs Committee, to review and make recommendations on matters of undergraduate curricula and programs;
 3. A Graduate Academic Affairs Committee, to review and make recommendations on matters of graduate curricula and programs; and
 4. A Faculty Affairs Committee, to review and make recommendations on faculty issues.
- B. All members of these committees must come from the Faculty Senate membership, except as otherwise provided for in the committee description.
- C. At least one faculty representative on each University Faculty Committee, as defined by the Faculty Handbook, must be a member of the Faculty Senate, by special appointment of the Executive Committee, if necessary.
- D. Executive Committee
1. The Executive Committee reports to the Faculty Senate.
 2. The Executive committee oversees the operations of the Faculty Senate and acts as the Committee on Committees.
 3. Executive Committee consists of the President, Vice President, Secretary and Parliamentarian of the Faculty Senate, and enough additional members elected to ensure that the College, each of the Schools and University-Wide faculty are represented.
 4. The Executive Committee is reconstituted each academic year. Non-ex officio members elected to ensure unit representation as described in VI.C.3. are elected by the senators representing that individual unit.
 5. The Executive Committee provides leadership on matters relevant to faculty and the Faculty Senate.

When classes are not in session for the general Fall and Spring academic semesters, the Executive Committee shall be empowered to act provisionally on an emergency basis on behalf of the full body, subject to the approval of the full Faculty Senate when it reconvenes.

The Executive Committee arranges meeting times and establishes agendas for each Faculty Senate meeting.

The Executive Committee of the Faculty Senate, in its capacity as Committee on Committees, is empowered to create ad-hoc faculty committees as deemed necessary, and to oversee faculty representation on Faculty committees.

6. The Executive Committee is a standing committee.

E. Electoral Committee

1. The Electoral Committee reports to the Faculty Senate.
2. The Electoral Committee is charged with supervising all elections of the Faculty Senate, as specified in Section III.

The Executive Committee may also delegate other matters to this committee.

3. The Electoral Committee shall be comprised of a Senator from the College of Arts and Sciences, the School of Applied Studies, the School of Business, the School of Law, the School of Nursing, and University-Wide Faculty.
4. The Electoral Committee is reconstituted each academic year. Each member is appointed to a one-year term.
5. The Electoral Committee elects its own chair.

Decisions of the Electoral Committee require the affirmative vote of a majority of members. Proxy voting shall not be allowed.

Agendas that contain items that constitute first reading for Faculty Senate will be distributed to all members of the committee six calendar days in advance of any scheduled meeting time.

6. The Electoral Committee is a standing committee.

F. Academic Affairs Committee

1. The Academic Affairs Committee reports to the Faculty Senate.
2. The Academic Affairs Committee is charged with making recommendations to the Faculty Senate regarding undergraduate academic programs and policies, including:
 - a. all new undergraduate academic programs, including majors, minors, degrees, certificates, and emphasis/concentration areas;
 - b. deletions of and major revisions to academic programs (those that fall into categories c-e below);
 - c. policies that redefine standing university criteria (e.g., minimum number of hours to graduate, university-wide minimum/maximum number of hours for majors/minors, General Education criteria);
 - d. academic or programmatic changes to undergraduate programs requiring financial investments beyond the unit (i.e., new university funding); and
 - e. changes that directly affect other units, including changes to prerequisites, listing of potential electives for the major.

The primary concern of the committee shall be consistency of the proposed program with applicable University-wide guidelines and regulations, potential impact of the program on other established programs in the University, and financial implications of such new or revised programs.

Unless they meet the criteria for major revisions in Section VI.F.2. letters c-e, the following items (letters f-j) coming from the college or one of the schools would **not** come through the General Faculty Governance process (i.e., Academic Affairs, Senate, General Faculty, and the Washburn Board of Regents), but should be channeled through the faculty governance process of the academic unit:

- f. Changes to minors, certificates, or the advising process
- g. New courses, course modifications, changing of course descriptions, credit hours or course numbers
- h. Deleting unused course numbers
- i. Number of credits in the major (within the University established minimum/maximum levels)
- j. Changes to prerequisites or potential electives within the unit for a major.

All undergraduate curricular changes coming from units outside of the College or one of the Schools shall be considered by the Academic Affairs Committee. Major revisions to programs as defined above in letters a-e above will move forward to Faculty Senate for consideration. All other curricular changes will be considered complete after approval of a single reading before the Academic Affairs Committee.

The Executive Committee may also delegate other matters to this committee.

3. The Academic Affairs Committee shall consist of two senators from the College of Arts and Sciences, two senators from the School of Applied Studies, two senators from the School of Business, two senators from the School of Nursing, and one senator from the University-Wide Faculty.

The VPAA or their designee will serve as ex-officio, non-voting member.

If possible, all faculty members of the Academic Affairs Committee should be senators. However, if a Major Academic Unit has three or fewer senators, or University-Wide Faculty has only one senator, the Executive Committee may ask the relevant unit(s) to elect a non-senator to the Academic Affairs Committee to ensure adequate representation. If elections of non-senators must be made, the minimum proportion of the faculty members of the Academic Affairs Committee who will be senators is two thirds.

4. The Academic Affairs Committee is reconstituted each academic year. Each member is appointed to a one-year term.
5. The committee selects its own chairperson.

Decisions of the Academic Affairs Committee require the affirmative vote of six of the nine members; six members shall constitute a quorum to conduct business. Proxy voting shall not be allowed.

Agendas that contain items that constitute first reading for Faculty Senate will be distributed to all members of the committee six calendar days in advance of any scheduled meeting time.

6. The Academic Affairs Committee is a standing committee.

G. Graduate Academic Affairs Committee

1. The Graduate Academic Affairs Committee reports to the Faculty Senate.
2. The Graduate Academic Affairs Committee is charged with making recommendations to the Faculty Senate regarding graduate academic programs and policies. The primary concern shall be ensuring the consistency of proposed programs with applicable University-wide and external accreditation guidelines and regulations including admission criteria and procedures, potential impact of the programs on other established graduate programs in the University, and financial implications of such new or revised programs. Joint programs including the School of Law are subject to this review; all programs exclusive to the School of Law are not subject to this review but will be submitted as information items to Graduate Academic Affairs Committee and Faculty Senate.

The committee's purview includes:

- a. all new graduate academic programs, including majors, dual degree programs, expedited dual degrees with undergraduate programs, and certificates;
- b. deletions of and major revisions to academic programs (those that fall into categories c-e below);
- c. policies that redefine standing university criteria (e.g., the prior completion of undergraduate work);
- d. academic or programmatic changes to graduate programs requiring financial investments beyond the unit (i.e., new university funding); and
- e. changes that directly affect other units, including courses accepted by units and programs included in dual and expedited degrees.

The Executive Committee may also delegate other matters to this committee.

3. Graduate Academic Affairs Committee membership will include one Faculty Senator from University-Wide Faculty, and one faculty member from each School and College that offers at least one graduate program. **The faculty members from each School and College must have a role in a graduate program to qualify to serve on this committee.**

The VPAA or their designee will serve as ex-officio, non-voting member.

If possible, all faculty members of the Graduate Academic Affairs Committee should be senators. However, if a Major Academic Unit has three or fewer senators, or University-

Wide Faculty has only one senator, **or there are insufficient faculty senate members with a role in graduate programs**, the Executive Committee may ask the relevant unit(s) to elect a non-senator to the Graduate Academic Affairs Committee to ensure adequate representation. ~~If elections of non-senators must be made, the minimum proportion of the faculty members of the Graduate Academic Affairs Committee who will be senators is one half.~~

4. The Graduate Academic Affairs Committee is reconstituted each academic year. Each member is appointed to a one-year term.
5. The committee selects its own chairperson.

Decisions of the Graduate Academic Affairs Committee require the affirmative vote of a majority of the membership. Proxy voting shall not be allowed.

Agendas that contain items that constitute first reading for Faculty Senate will be distributed to all members of the committee six calendar days in advance of any scheduled meeting time.

6. The Graduate Academic Affairs Committee is a standing committee.

H. Faculty Affairs Committee

1. The Faculty Affairs Committee reports to the Faculty Senate.
2. The primary concern of the Faculty Affairs Committee is promotion of the general welfare of faculty members. Faculty Affairs Committee is charged with making recommendations to the Faculty Senate regarding policies affecting University faculty, including:
 - a. Teaching loads and extracurricular duties affecting workload,
 - b. Retirement policy,
 - c. Tenure and promotion standards,
 - d. Faculty grievance policy,
 - e. Dismissal criteria,
 - f. Salary and faculty benefits, and
 - g. Academic sabbatical policy.

The Executive Committee may also delegate other matters to this committee.

3. The Faculty Affairs Committee shall consist of one senator from each Division within the College of Arts and Sciences, one senator from the School of Business, one senator from the School of Law, one senator from the School of Nursing, one senator from the School of Applied Studies, and one senator from University-Wide Faculty.

If possible, all faculty members of the Faculty Affairs Committee should be senators. However, if a Major Academic Unit has three or fewer senators, or University-Wide Faculty has only one senator, the Executive Committee may ask the relevant unit(s) to

elect a non-senator to the Faculty Affairs Committee to ensure adequate representation. If elections of non-senators must be made, the minimum proportion of the faculty members of the Academic Affairs Committee who will be senators is two thirds.

4. The Faculty Affairs Committee is reconstituted each academic year. Each member is appointed to a one-year term.
5. The committee selects its own chairperson.

Decisions of the Faculty Affairs Committee require the affirmative vote of a majority of the membership. Proxy voting shall not be allowed.

Agendas that contain items that constitute first reading for Faculty Senate will be distributed to all members of the committee six calendar days in advance of any scheduled meeting time.

6. The Faculty Affairs Committee is a standing committee.

VIII. AMENDMENTS

- A. Amendments to the Constitution of the Faculty Senate can be proposed by any eligible faculty member as defined by Section II.A..
- B. Amendments to the Constitution of the Faculty Senate shall require two readings before Faculty Senate.

Approval of amendments to the Constitution of the Faculty Senate requires a two-thirds vote of Faculty Senate members present and voting for passage.

- C. Amendments to the Constitution of the Faculty Senate must be brought before the General Faculty for final ratification.

Ratification of amendments to the Constitution of the Faculty Senate requires a majority vote of Faculty Senate members present and voting for passage at a meeting of the General Faculty as defined in the Faculty Handbook.

Current Faculty Senate Constitution

Adopted by the Board of Regents - March 11, 2005

I. PURPOSE AND DUTIES OF THE FACULTY SENATE

A. The Faculty Senate, as the agent of the General Faculty of Washburn University, speaks on behalf of that body to the University community.

B. The Faculty Senate shall consider policies on University matters including academic issues and matters which affect more than one of the Major Academic Units.

C. As the agent of the General Faculty, the duties of the Faculty Senate thus include, but are not limited to:

1. providing a forum for the expression of faculty opinion.
2. exercising primary responsibility in curricular matters, academic programs and standards, changes in graduation requirements, new degrees, new majors or academic programs, elimination of existing degrees or major programs, creation of new academic departments, and recommending changes to the faculty handbook, subject to the oversight of the University President and the Board of Regents.
3. advising the University President on matters of university policy, including budgetary policies, faculty retention, matters which affect more than one of the Major Academic Units, and standards for student admission and retention.
4. advising academic deans regarding standards and procedures for faculty evaluation.
5. working to promote and maintain academic freedom.
6. overseeing the membership and function of all committees of the Faculty Senate and receiving, reviewing, remanding, approving or disapproving recommendations from the standing committees of the Faculty Senate.

D. To these ends, the Faculty Senate, as agent of the General Faculty, is empowered to act on behalf of the General Faculty of Washburn University in matters described in I.C. The actions of the Faculty Senate may be reviewed, revised, recalled, or endorsed by the General Faculty. Any action by the Faculty Senate concerning changes in graduation requirements, new degrees, academic majors, or programs; elimination of existing degrees or major programs; or creation of new academic departments will be brought before the General Faculty for a vote. In addition, the Faculty Senate can choose by majority vote to bring any action of the body before the General Faculty for a vote. Any action of the Faculty Senate may be challenged by the petition of not less than twenty members of the General Faculty or 10% of the students currently enrolled. Such challenge must be presented as a signed written petition and presented to the Secretary of the General Faculty who will place it on the General Faculty agenda for action.

II. ELIGIBILITY AND MEMBERSHIP

A. Faculty Eligibility: Only full-time faculty on an annual contract are eligible to vote for and to serve on the Faculty Senate excluding those faculty serving more than half time in administrative

capacities and faculty on authorized leave of absence or sabbatical during such period of leave. Any eligible faculty member may put his or her name forward for election.

B. The School of Law, School of Business, School of Applied Studies, School of Nursing, and each division within the College of Arts and Sciences shall elect representatives to the Faculty Senate in proportion to the number of eligible faculty in each unit, with one senator selected to represent each ten faculty members (numbers with 0-4 as the ones digit shall be rounded down, numbers with 5-9 as the ones digit shall be rounded up in each voting unit). Representation will be based on the number of faculty in each unit at the start of the spring semester.

C. In addition, five at-large members of the Faculty Senate will be elected by all eligible faculty. No more than two of these may come from any one School or the College.

D. The Librarians of Mabee Library/CRC shall elect one member of the Faculty Senate for every ten of their number. The Librarians of the Law Library shall also elect one member of the Faculty Senate for every ten of their number.

E. The Vice President for Academic Affairs or his or her designee shall serve as a non-voting member of the Faculty Senate.

III. ELECTIONS

A. The Senate will establish a standing Electoral Committee to supervise elections, including any necessary modifications of designated voting units to reflect changing faculty numbers.

B. Elections to the Faculty Senate will be held annually in April, with half of the membership selected in each election. Members shall serve for a term of two years.

C. The Electoral Committee will oversee elections of at-large members to the Faculty Senate. Nominations for the at-large members of the Faculty Senate will be submitted to the Electoral Committee at least three weeks in advance of the election and will be publicized two weeks before the election.

D. Each electoral unit will decide on its own mechanism of voting for the Faculty Senate, subject to the oversight of the Electoral Committee.

E. Members of the Faculty Senate are eligible to serve a maximum of two consecutive terms, but may be re-elected after an absence of at least one year from the Faculty Senate.

F. Should any member of the Faculty Senate prove unable to serve out a full term for any reason, a special election will be held in that member's electoral unit to select a replacement for the remainder of the term.

IV. ORGANIZATION

A. The Faculty Senate will meet each year within two weeks of elections, and at that meeting will elect from among its members the officers of the Senate: President, Vice President, Secretary, and Parliamentarian.

B. The President of the Faculty Senate shall ordinarily receive one-quarter reassigned time and clerical support from the office of the Vice President of Academic Affairs. The Secretary of the Faculty Senate shall ordinarily receive one-eighth reassigned time.

C. The President and Vice President of the Faculty Senate shall serve as the faculty representatives to the Board of Regents, and shall be prepared to report to the Board on issues before the Faculty Senate.

D. The Vice President of the Faculty Senate will serve as President in the case of absence or incapacity of the President of the Faculty Senate.

E. An Executive Committee shall be established, consisting of the President, Vice President, and Secretary of the Faculty Senate, and enough additional members elected by that body from among its members to ensure that every Major Academic Unit is represented. That Executive Committee will be charged with arranging meeting times and establishing agendas for each meeting. The Executive Committee shall also serve as a Committee on Committees for the Faculty Senate.

F. Agenda items can originate with the Executive Committee or any other member of the Faculty Senate or can be proposed to the Executive Committee by any member of the faculty or University community.

G. Agendas for each Faculty Senate meeting will be distributed to all members of the Faculty Senate six days in advance of any scheduled meeting time and made available to the University community. Academic Affairs Committee agendas, Faculty Affairs agendas and Graduate Council agendas which contain items which constitute first reading for Faculty Senate will be distributed to all members of the applicable committee six calendar days in advance of any scheduled meeting time.

V. MEETINGS

A. During the course of the summer, the Executive Committee shall be empowered to act provisionally on an emergency basis on behalf of the full body, subject to the approval of the full Faculty Senate when it reconvenes.

B. Meetings of the Faculty Senate are open meetings. Speaking privileges before the Faculty Senate shall be granted to anyone recognized by the President of the body, or whose right to speak is supported by a majority vote of the body. The University President and the President of the Washburn Student Government Association (W.S.G.A.) shall have the right to speak before the Faculty Senate.

C. Actions of the Faculty Senate will be taken by majority vote of members present, with the exception of amendments to the Senate Constitution. All actions of the Faculty Senate, however, require the presence of a quorum, defined as at least half the elected representatives.

D. Each matter considered as new business shall be presented to the Faculty Senate as an agenda item in the form of two readings and may not occur on the same date. The first presentation of the matter shall be considered its first reading. Items coming to the Faculty Senate from the Graduate Council, Faculty Affairs, Academic Affairs, Electoral, or All-University Committees will be taken up as second reading.

E. Minutes of all meetings of the Faculty Senate will be distributed to all members, to the University President, to the Secretary of the Board of Regents, the Secretary of the General Faculty, and to the President of W.S.G.A. by the Faculty Senate Secretary. Minutes will also be posted on the University web site by the Faculty Senate Secretary.

F. The President of the University shall have the right to non-concur with any action of the Faculty Senate, but in exercising this right, shall state the reasons for nonconcurrency in a letter to the Secretary of the Faculty Senate. The Board of Regents shall then be notified of the action of the Faculty Senate and the nonconcurrency of the University President, along with the stated reasons for nonconcurrency. A final determination of the matter shall be in the hands of the Board of Regents, and until such time the status quo shall prevail.

VI. COMMITTEES

A. In addition to the Executive Committee, the Faculty Senate will establish from its own membership the following committees: an Electoral Committee, to oversee elections of the Faculty Senate; an Academic Affairs Committee, to review and make recommendations on matters of curricula and programs; and a Faculty Affairs Committee, to review and make recommendations on faculty issues. The Graduate Council will report to the Faculty Senate and make recommendations on graduate curricula excluding those of the School of Law.

B. The Executive Committee of the Faculty Senate, in its capacity as Committee on Committees, will be empowered to create, as deemed necessary, ad-hoc committees, and to oversee faculty representation on faculty committees.

C. Faculty representatives on faculty committees, other than the Electoral, Faculty Affairs, and Academic Affairs Committees, need not be members of the Faculty Senate. At least one faculty representative on each faculty committee must be a member of the Faculty Senate, by special appointment of the Executive Committee, if necessary.

D. The Faculty Affairs Committee is charged with promoting the general welfare of faculty members. While the scope of the committee is general in nature, the more prominent interests are:

1. Teaching loads and extracurricular duties
2. Retirement, tenure, and sabbatical leaves

3. Faculty grievances
4. Dismissal criteria
5. Salary and faculty benefits
6. The academic sabbatical program

Membership of the committee consists of one Faculty Senate member from each Division within the College of Arts and Sciences, one from the School of Business, one from the School of Law, one from the School of Nursing, one from the School of Applied Studies, and one member from the University libraries, each elected for a one-year term by the Faculty Senate from its ranks. The committee selects its own chairperson. If possible, all faculty members of the Faculty Affairs Committee should be senators. However, if a Major Academic Unit has three or fewer senators, or Mabee Library/CRC has only one senator, the Faculty Senate President may request the relevant unit(s) elect a non-senator to the Academic Affairs Committee or Faculty Affairs Committee to ensure adequate representation from this (these) unit(s). If appointments of non-senators must be made, the minimum proportion of the faculty members of the Faculty Affairs Committee that will be senators is 2/3.

E. The Academic Affairs Committee is charged with evaluating carefully and making recommendations to the Faculty Senate regarding: (1) all new undergraduate programs (majors, degrees, certificates and emphasis/concentration areas) or major revisions (those that fall into categories 3-5 below) proposed by any Major Academic unit of the University; (2) new undergraduate academic programs or major revisions (those that fall into categories 3-4 below) to such programs that originate from units other than Major Academic Units (e.g., Interdisciplinary, Leadership, Honors program, etc.); (3) policies that redefine standing university criteria (e.g., minimum number of hours to graduate 119 vs. 124 hour degree, 6 hour vs. 12 hour minor, General Education criteria); and (4) academic or programmatic changes to undergraduate programs requiring financial investments beyond the unit (i.e., new university funding). (5) Changes that directly affect other units (e.g., deleting/adding correlated courses) at the undergraduate level will be reviewed by the Academic Affairs Committee as action or informational items. The primary concern of the committee shall be consistency of the proposed program with applicable University-wide guidelines and regulations, potential impact of the program on other established programs in the University, and financial implications of such new or revised programs. The Executive Committee may also delegate other matters to this committee. Faculty representatives on this Committee must be members of the Faculty Senate.

The following items should be channeled through the ACADEMIC UNIT's faculty governance process and would not come through the General Faculty Governance process (i.e., Academic Affairs, Senate, General Faculty and the Washburn Board of Regents) unless at least one of the five criteria is also present:

- A. Changes to the minor
- B. New courses, course modifications, changing of course descriptions, credit hours or course numbers
- C. Deleting unused course numbers
- D. Changes to certificates
- E. Changing prerequisites
- F. Number of credits in the major (within the University established minimum/maximum levels)

G. Changing the advising process

H. List of potential electives within the unit for a major

The Academic Affairs Committee shall consist of two (2) Faculty Senate members from each Major Academic Unit other than the School of Law, and a Senate representative of Mabee Library/CRC. Each member will be elected to a one-year term by the Faculty Senate from its ranks. The committee selects its own chairperson. Decisions of the Academic Affairs Committee require the affirmative vote of six of the nine members; six members shall constitute a quorum to conduct business. The VPAA or his/her designee will serve as an ex-officio, non-voting member. If possible, all faculty members of the Academic Affairs Committee should be senators. However, if a Major Academic Unit has three or fewer senators, or Mabee Library/CRC has only one senator, the Faculty Senate President may ask the relevant unit(s) to elect a non-senator to the Academic Affairs Committee or Faculty Affairs Committee to ensure adequate representation from this (these) unit(s). If appointments of non-senators must be made, the minimum proportion of the faculty members of the Academic Affairs Committee that will be senators is 2/3.

F. The Graduate Council voting membership will consist of one faculty member from Mabee Library and at least one faculty member from each School and the College (excluding the School of Law) with a maximum of one faculty member from each graduate program. Committee members shall be faculty who regularly teach or support graduate courses in the programs. The major academic units that offer graduate degree programs and Mabee Library will determine their own procedures for electing or appointing their representatives to the Graduate Council. Each representative will serve a two-year term. The Graduate Council will elect a Chairperson annually who will also serve as a member of the Faculty Senate. The Dean of the Office of Graduate Programs and Academic Outreach, the Vice President for Academic Affairs, and a representative from the School of Law will serve as non-voting ex-officio members of the Council. Decisions of the Graduate Council will require the affirmative vote of two-thirds of the voting members; two-thirds of the members shall constitute a quorum to conduct business. Actions taken by the Graduate Council will serve as the first reading of such action for the Faculty Senate and must be submitted to the full Faculty Senate in writing at least one week prior to a second (final) reading by the Senate.

The Graduate Council reports to the Faculty Senate and is charged with evaluating and making recommendations to the Faculty Senate regarding (1) all new graduate programs (majors,

degrees, certificates and the like) proposed by any major academic unit of the University; (2) major revisions to existing programs (such as a change in major designation or the addition of a major or concentration); and (3) new graduate academic programs or revisions to such programs that originate from units other than major academic units. The primary concern of the Council shall be consistency of the proposed program with applicable University-wide and external accreditation guidelines and regulations including admission criteria and procedures, potential impact of the program on other established graduate programs in the University, and financial implications of such new or revised program. Joint programs including School of Law are subject to this review. All programs exclusively to the School of Law are not.

The Office of Graduate Programs and Academic Outreach will collaborate with the Office of Institutional Research to provide appropriate data regarding graduate programs, respond to requests for information, and assume other administrative duties deemed appropriate by the Graduate Council, Faculty Senate, and the Vice President for Academic Affairs. The Office of Graduate Programs and Academic Outreach also will collaborate with Enrollment Management on generating information on student recruitment, financial aid, and graduation.

G. Faculty, Presidential, and Advisory Committees will be organized as follows:

1. Faculty committees - including, but not limited to, the Research Committee, Interdisciplinary Studies Committee, Promotion and Tenure Standards Committee, Honors Advisory Board, Graduate Committee, and General Education Committee - will be structured as standing committees of the Faculty Senate, with membership consisting of faculty elected by the academic units. Students or staff might also be added to these committees at the discretion of the Faculty Senate. Faculty committees will report their actions to the Faculty Senate. The Faculty Senate has the right to receive, review, remand, approve, or disapprove recommendations from these committees. Changes to the charge or membership structure of these committees will be made by action of the Faculty Senate.
2. Other University Committees are Presidential Committees and Advisory Committees

a. Presidential Committees - including, but not limited to, the Athletic Committee, Honorary Degree Committee, Institutional Review Board, and University Facilities Planning Committee - will be selected by the President of the University, though the President may choose to consult with the Faculty Senate when selecting faculty members to serve on Presidential Committees. These committees report their actions to the University President. Changes to the charge or membership structure of these committees are made at the discretion of the University President.

b. Advisory Committees - including, but not limited to, with administrative offices advised by each committees parenthetically noted, the Electronic Technology Committee (VPAA/VPAT), Assessment Committee (VPAA/VPSL), Board of Student Publications (VPAA/VPSL), Student Financial Aid Committee (Dean of Enrollment Management), International Education Committee (Director of International Programs), Committee on Undergraduate Retention (VPAA/VPSL/Dean of Enrollment Management), Committee on Undergraduate Probation and Reinstatement (VPAA/VPSL/Dean of Enrollment Management), and the Library Committee (Dean of Mabee Library) will typically include at least one member of the Faculty Senate. Advisory Committees will report their actions by minutes both to the Secretary of the Faculty Senate and to the appropriate administrative official. Changes to the charge or membership structure of these committees would be made by the President of the University in consultation with the Faculty Senate.

H. Each Faculty Committee shall elect a chair from among its own members

VII. AMENDMENTS

A. Amendments to the Constitution of the Faculty Senate can be proposed by any eligible faculty member as defined by Article II, A.

B. Amendments to the Constitution of the Faculty Senate require a two-thirds vote of Faculty Senate members present and voting and ratification by a majority vote of the General Faculty present and voting for passage.

Changes to Faculty Senate Constitution:

24 January 2008

VI. E. Second paragraph alters the make up of the Academic Affairs Committee, establishes a quorum and specifies the number of votes required to approve items brought before the committee. (Amendment approved by vote of the General Faculty)

29 January 2015

II. B. Specifies rounding method for determining the number of faculty in a unit or area.

11 June 2015

VI. D. Second paragraph makes Faculty Affairs and Academic Affairs Committee membership clearer, and to have a contingency plan for representation in the case there are not enough senators from a Major Academic Unit or Mabee Library/Curriculum Resource Center (CRC, non-Faculty Senate members may be appointed to serve. Approved by General Faculty 30 April 2015. Approved by Washburn Board of Regents 11 June 2015.

VI. E. Second paragraph now allows for representatives who are not senators to be elected from an area or unit to Academic Affairs when there are not enough senators from that unit or area to serve on both the Academic Affairs and Faculty Affairs Committees. Approved by General Faculty 30 April 2015. Approved by Washburn Board of Regents 11 June 2015.

26 January 2017

IV. B. Add wording assigning the Secretary of the Faculty Senate one-eighth reassigned time.

27 April 2017

V.A. Delete item indicating meeting agendas must be distributed to members of Faculty Senate one week in advance of scheduled meeting and add the item as IV.G. indicating a six-day advance notification. Approved by General Faculty 27 April 2017.