

Washburn University  
Meeting of the Faculty Senate  
January 27, 2025 at 3pm  
Meeting in Forum Room Hosted by FS Executive Committee

- I. Call to Order
- II. Approve minutes-
  - December 2, 2024 (pages 2-6)
- III. President's Opening Remarks
- IV. WUBOR/KBOR Update- Tonya Ricklefs
  - KBOR
  - WUBOR
- V. VPAA Update - Dr. John Fritch
- VI. Consent Agenda –
  - Faculty Senate Committee Reports-
  - University Committee Reports-
    - Assessment Committee Meeting Minutes 10-23-2024 (pgs 7-8)
- VII. Old Business
  - 23-2 Faculty Handbook Changes (Worsley/Wagner) (pgs 9-10)
- VIII. New Business-
- IX. Information Items-
  - Presentation on updates to Faculty Handbook (Worsley/Broxterman)
- X. Discussion Items-
- XI. Announcements
  - Chartwells Newsletter (pg 11-14)
- XII. Adjournment

Washburn University  
Meeting of the Faculty Senate  
December 2, 2024 at 3pm  
Meeting in Forum Room Hosted by FS Executive Committee

**Present:** Cook, Dahl, Davies, DeSota, Dickinson, Francis, Fritch, Gonzalez-Abellas, Harnowo, Hartman, Heusi, Holt, Hu, Kendall-Morwick, Lambing, Lolley, Miller, Ricklefs, Schmidt, Smith, Sneed, Steffen, Stevens, Toerber-Clark, Wagner,

**Absent:** Hansen, Kay, Maxwell, Mosier, Perret, Schnoebelen, Scofield, Williams

**Guests:** Bailes, Broxterman, Holthaus, Wade, Worsley, Wood

- I. Call to Order at 3:02
- II. Approve minutes- Moved by Ricklefs, seconded by Miller. Motion passes
  - November 18, 2024 (page 2)
- III. President's Opening Remarks
  - Appreciate everyone showing up for the shared governance presentation (*November 18, 2024*). It was recorded if someone needs to look at it down the road. Washburn is being very proactive. There will be a quick push to get these policies put into place this spring.
  - Will likely not have our meeting on December 9<sup>th</sup> (since no items have come forward at this time.) Have until Tuesday to receive items. Question by Lolley about the By-laws? Ricklefs – that conversation is happening later on the Agenda today.
  - Greatly appreciate everyone's work. I do want to hear the comments (Many people start with "no one wants to hear this" but all comments help us.) Want to highlight that communication from Provost office has been great.
  -
- IV. WUBOR/KBOR Update- Tonya Ricklefs
  - KBOR – Most of this is focused on Math, have missed many of these meetings due to class.
  - WUBOR – This Thursday. VERY full. Meeting with Dr. M on Tuesday. President Mazachek asked if people from Senate will be there. Even though we can't say anything this meeting, still likes Faculty Senate presence.
- V. VPAA Update - Dr. John Fritch
  - Need to leave early today for the Sibberson Reception. Great recognition on our campus.
  - First – continuing to work on moves for Henderson. Think we have offices for all departments (not down to the person), but hope to communicate final arrangements in early spring since you have to move out right after spring semester. Each Faculty Member will get 3 boxes for the move, but can get more. Won't have the same shelf space as you have now.

- Faculty Handbook will meet this week. Charged with handling the issues for non-tenured folks and we are starting on that now. No guarantees for finishing this spring, but moving forward. Also working on Lecturers and Program Review process.
  - Working on Shared Governance Policy. Hope you trust that she (*President Mazachek*) and I believe in this, but a policy will put guardrails up for the future.
  - Commencement on Friday 13<sup>th</sup>.
- VI. Consent Agenda – Moved to accept by Cook and seconded by Stevens. Schmidt – should we retract student names and information. Yes – Wagner will work with provost’s office. (Broxterman). Motion passes with amendment of retracting.
- Faculty Senate Committee Reports-
  - University Committee Reports-
    - General Education Committee Minutes (10-1-2024) (pages 3-5)
- VII. Old Business
- 25-5 BEd in Middle Grades STEM (Steffen) (pages 6-8)
    - Moved to approve by Cook, seconded by Miller. Steffen – just replacing one class with another since first class no longer exists. Motion passes (Schmidt : Does not have to go forward to General Faculty since this is a small change.)
  - 25-6 BCJ Forensic Investigation Sciences Emphasis (Memmer) (pages 9-11)
    - Motion to approve by Steffens, seconded by Lolley – Memmer not here, but just a change in a physics class (which is no longer taught). Motion passes, does not need to go forward to General Faculty since this is a small change.
- VIII. New Business-
- IX. Information Items-
- X. Discussion Items-
- ADIC Committee Status (Wagner) (*Moved to top of the list since Dr. Fritch may need to leave early.*) – Teresa Leslie-Canty email
    - Fritch – two committees belong to Provost’s office. One is for leadership. One is ADIC. Looking for times to meet, but also wanted to look at the charge, legislation coming up AND the election in November will likely change how we talk about things in our country. Wanted to make sure we know where things stand before we make any changes in wording/work so that we can address concerns and make sure we can keep our work for our students going.
    - Lolley – We don’t require a SS number to apply to WU, correct? (Bearman, no not required.) I’ve had students come in, but I can’t even get them into the program because I can’t get them through the background check if they don’t have a number. (This is likely true for many health care fields.) Something to think about for these committees.

- DeSota – is there an anticipated timeline? Fritch – I’ve asked Ann to find us a time. Leadership will meet first, the ADIC hopefully in early spring.
- Ricklefs – Language for these committees is important because different programs have accreditation standards, which need to be considered as well.
- Alan Bearman – Plass Renovations
  - I don’t really have a presentation but do have directory that we have put out. The renovation has been an adventure. We are nearing the end of Phase I, about 2 months behind schedule. Students are finding us, Coffeeshop is almost finished. Today we do have another leak. (Bailes notes that the water may be turned off tomorrow). Have some hot spots and cold spots today.
  - Lolley – We have lots of problems with mold in Benton and therefore respiratory issues. One of the faculty members said Plass employees have had an increase in respiratory issues. Are they doing testing? (Bearman –This is the first I’ve heard about this, but we have tested.) Schmidt – What was the rush getting into Plass? Bearman – Had to move so that Mabee could be done, so Bennett can move into there, so money from state is spent on the project. Lolley – Washburn had one million (*in State money*) that had to be used. Radiology has lots of construction issues (to protect people). Ricklefs – we (in Bennett) have unofficially had to shuffle people due to mold, so hoping to move as quickly as possible. Bearman – We tried to do a year’ s worth of work in 6 months, and almost pulled it off. Miller –Does Plass have the same entrances? Bearman – No have reduced some of the smaller entrances due to use, but primary entrances are still there. Lambing – How has the team/administration learned from this and documented challenges to help avoid them in future renovations? Bearman - Can’t avoid everything, but we have done a good job of trying to make notes. Probably won’t try to do another schedule this quickly. Cook – Appreciative it (Plass) opened, since I don’t know where I would have held two full classes. Bearman – This is first phase, so we still have phases II and III. It is fair to say we appreciate the patience of those who moved in. Lolley – On 4<sup>th</sup> floor are these book stacks? Bearman – Yes. We will have an open house in the Spring, ran out of time now. Lambing – Can I make a recommendation – A reminder that some of the offices don’t automatically lock and FERPA could be an issue. Wagner – Will there be maps at the entrances so people can find their way? Bearman - Yes
- Input on Draft Board Policy (pages 12-18) (Holthaus/Mazachek)
  - Holthaus – The summary is as the Board is revising their By-Laws, some things are being moved to WUPRM (to govern University) and others staying in By-Laws (to govern the board). This policy is

before you as a second reading since Faculty Affairs looked at this a couple of weeks ago.

- Ricklefs – She (President Mazachek) is truly going to take our comments forward, but we don't have official say in the By-Laws for the Board.
- Smith – At the bottom of pg. 18 “Added prestige.... Should be morale vs moral” Holthaus – This is in the language (written in 40's), so this is in context. If you feel like it should be changed, I can take that forward. General sense is morale makes more sense... (Holthaus – Maybe a typo in the original language.) Wagner – Anything that makes the statement clearer in today's language is a positive thing. Holthaus – Maybe change Lustre (to give distinction to, makes them brilliant and shiny) to a current synonym perhaps. Moral vs Morale is a bigger deal than Lustre.
- Schmidt – 3b2 – Talks about General Faculty has the ability to transmit.... Does this list limit the voice of the faculty? Miller – as I read the language “matters including” , the word including is not limiting language. In part dealing with Academic Freedom, it is very clear for teaching and research, but not for service. Should it include Service? (Thinking Faculty Senate) (Lolley - This could matter in service outside the university) Miller- Would be nice if it could be as broad and open as possible. Lambing – Did service show up in any more board policies? Holthaus – Think this is from AAUP. The good thing about board policy is that is just takes one meeting to change it, if we want to take time to really research this. Academic Freedom is generally meant to cover teaching. If you are doing something as employees, then we are all on the same page. None of us have any extra protection as an employee. We get into first amendment issues. If we want to address this, we need to research that. Miller – Don't think you meant to say this, but are you meaning to say Academic Freedom is not a first amendment issue? Holthaus – No, that is not what I intended to say. Lolley – So just to clarify, if we are educating a student committee, then we would be protected. H -possibly.. Fritch – Since we have three pillars, then it would be nice if Academic Freedom covered all areas, but I can see where service can become more difficult because of the range of service. I do think they are interrelated, and can't really separate. Holthaus – I agree. As Lolley mentioned, it would require some analysis of the situation. Cook – If we look at the original language, I think Academic Freedom should cover... Schmidt – Some of this came from non-tenured people feeling like maybe they can't speak out at meetings (ie Faculty Senate) since they don't know if they have protection. Ricklefs – We did an anonymous sticky note exercise last year to provide a chance to give feedback. Wade – AAUP covers teaching, research, and intramural speech, speaking/writing as a citizen,...does not include service per se.

Fritch – that makes sense because the intramural speech is important. Thinking the work with the student group probably has less protection (based on courts). Done research on Ward Churchill. The courts have moved to very narrow view of Academic Freedom. Board Policy gives quite a bit of protection. Miller – by not including intramural speech, The Board is suggesting that it does not cover these areas. We want to protect more than what courts in America might protect. Should have something paralleling AAUP on speech. Schmidt - Is this 1940s/1980s language that was copied over? New language might address this. Wade – looks like section C addresses this. Miller - think that doesn't really give the faculty member protection, but adds responsibilities. Cook – earlier it does say when Faculty Member speaks as an individual.... Wagner – just to clarify that if there is more research required and changes don't go in this Thursday, we can still look for potential changes in the future. CH – Yes.

XI. Announcements

- Bailes: Holiday Party is Dec 10<sup>th</sup> – please RSVP If you are having an Open House, please send to me, so we can get it on official calendars.
- CTEL Winter Social tomorrow
- It is time to be thinking about elections for next year. Think about people you want to recruit and start talking to them. Also time to think about officers, so please come ask questions. (Wagner's term is over.) Holt – Who lets us know which terms are up, which positions will need to be filled? Election Committee. Carson Kay is still on committee, but Amanda Hartman is going to chair this year.
- Cook – Did all tags on the tree in Plass get picked up? Yes, they did. BUT if people still want to participate, talk to Wagner.

XII. Adjournment

**Assessment Meeting Minutes**  
**Wednesday, October 23, 2024**  
**2:00pm - 3:00pm**  
**In-Person (Cottonwood Room)**

**Members Present:** Kelly McClendon, Melanie Worsley, Kara Kendall-Morwick, Christa Smith, Joshua Huston, Paul Mallory, James Barraclough, Eric Mosier, Chris Jones, Kwok-Pong Tso, Rhonda Boeckman, Bassima Schbley, Emily Grant, Tom Hickman, Zenova Williams

**Members Not Present:** Ben Reed, Jericho Hockett, Steve Hageman, Emma Anderson

**Others Present:** Marie Hall, WSGA-VP (Bella)

**Notes taken by:** Beth Mathews

- I. Call to Order - The meeting was called to order by Kelly McClendon at 2:00pm
- II. Approval of Minutes – Minutes from August 28, 2024, were presented. Bassima Schbley moved to approve the Minutes as presented. Chris Jones seconded the motion. Motion carried.
- III. Chair report – Kelly McClendon
  - a. Program Assessment
    - i. Norming retreat was held on Wednesday, September 18 from 2-4pm
    - ii. Taskstream – This is the last time to use Taskstream as it will be replaced by Watermark. Reviews are 92% completed.
    - iii. Call for early adopters for Planning & Self Study (P&SS is the upgraded Taskstream)
      1. Kelly McClendon asks that this message be taken back to the members’ departments to recruit early adopters which will begin in January/February 2025. Send all names to Kelly McClendon through Assessment tile on My Washburn.
  - b. USLO Assessment
    - i. Status of Student Learning & Licensure (SL&L) fall 2024 rollout for USLO score collection from General Education courses
    - ii. This rolls out to everyone, but the new system can report on every semester

- iii. There was discussion regarding how often faculty should report Gen Ed scores. The university assessment plan only requires reporting every three years. Kelly McClendon discussed the benefits of reporting every semester, and Christa Smith offered that it is good practice for Gen Ed to report every semester vs. every three years because it improves data integrity.
  - iv. New system allows you to see your own data individually rather than trying to retrieve for group data
  - v. New system does not take scores from D2L the way we have USLO Gen Ed scoring set up, but it can exchange information with D2L.
  - vi. New system provides more data immediately to the faculty, member, department chair, and dean.
- IV. Subcommittee reports
- a. Choosing Quantitative and Scientific Reasoning & Literacy (QSR) test (committee report is attached)
    - i. Madison Combination test (links provided in agenda)
    - ii. HEIghten Test for QSR (materials on Assessment Committee D2L course under 2024-2025 meeting materials)
    - iii. Kelly McClendon shared that Madison has not been responsive and she proposed approval of HEIghten. We have to pay up front per test, and they expire after 1 year.
    - iv. Discussion by the committee regarding incentives and decided to go with \$10 Bod Bucks for a completed test.
    - v. Bassima Schbley made a motion to approve the HEIghten Test for QSR. Caren Dick seconded the motion. With there being no further discussion, the motion carried.
    - vi. Assessment intends to roll out the test within the next 3-4 weeks.
  - b. SARR Report – Critical Thinking University wide assessment AY2023-2024
    - i. Joshua Huston shared and explained the report (attached)
    - ii. There was no third rater
    - iii. Artifacts were from EN300; four criteria were used on a 5-point scale
- V. Information –
- a. Next meeting will be held on Wednesday, November 20 at 2pm in the Cottonwood room.

There being no further business to discuss, the meeting was concluded at 2:44pm.

**23-2 FACULTY AFFAIRS COMMITTEE AGENDA ITEM**

Date: *November 14, 2022*

Submitted by: *Vince Rossi, ext. 2143*

SUBJECT: *REVISION TO THE FACULTY HANDBOOK, SECTION I PART VII.A. GRADUATE COUNCIL*

Description: *The Faculty Senate is presently considering housing the Graduate Council under the Faculty Senate Committees. Assuming the Faculty approve this reassignment of the committee, it will need to be moved under the Section I Part VII.B Faculty Senate Committees of the Faculty Handbook. If approved by the Faculty, the ordering of Section I Part VII Committees of the Faculty Handbook and reference to those sections therein would need be updated appropriately.*

Rationale: *Any changes made to Faculty Committees and their designations must be reflected in the Faculty Handbook.*

Financial Implications: *None*

Proposed Effective Date: *Upon appropriate approvals.*

Request for Action: *Approval by FS/Gen Fac*

Approved by: *Faculty Affairs – 2/13*

Attachments Yes  No

## **GRADUATE COUNCIL VERBAGE TO BE REMOVED FROM THE FACULTY HANDBOOK**

### VII. COMMITTEES

#### A. Graduate Council

The Graduate Council is charged with evaluating carefully 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. In these matters, 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 exclusive to the School of Law are not.

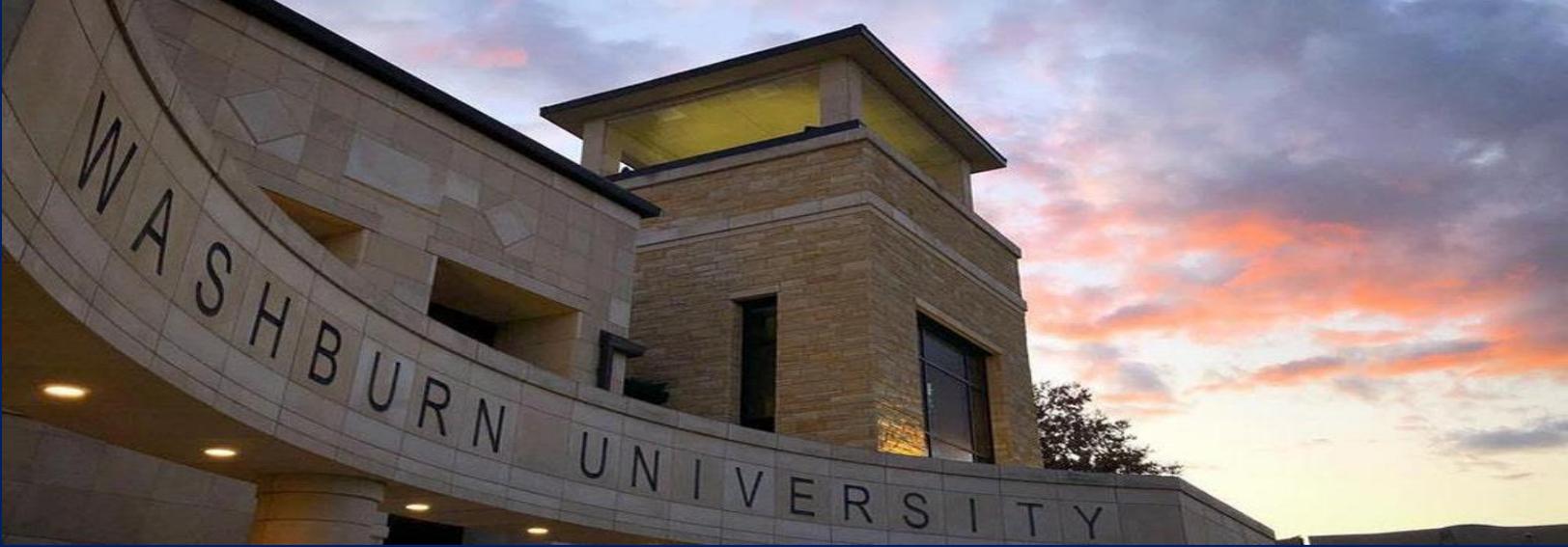
In addition to the review and decision responsibilities listed above, the Graduate Council shall also serve as an important advisory council for providing input into the decision process on administrative matters and procedures affecting multiple graduate programs across the campus, and as an important collaborative council for seeking opportunities to coordinate and cooperate in ways to best support and strengthen graduate programs at Washburn University.

Decisions of the Graduate Council regarding the matters forwarded to Faculty Senate will require the affirmative vote of a majority of the voting members; a majority of the members shall constitute a quorum to conduct business. In these matters, actions of the Graduate Council will serve as the first reading of such action for the Faculty Senate.

Actions of the Graduate Council regarding administrative matters (matters not forwarded to Faculty Senate) will require the affirmative vote of two-thirds of the voting members; a majority of the members shall constitute a quorum to conduct business. If a member is unable to attend the meeting in person, the member may issue their vote on an administrative action item in advance of the meeting by submitting their vote in writing via email to the Chairperson of the Graduate Council. The email vote will be recorded in the minutes as part of the action.

The Graduate Council voting membership will consist of the director (or a designee) of each graduate program including the School of Law, and one faculty member from Mabee Library designated by the dean of the library. The Graduate Council will elect a Chairperson annually. There must be one faculty senate representative on the Graduate Council, who will serve as a voting member. This representative may be an existing member of the council (e.g. a Graduate Program director), in which case, he/she will cast only one vote per issue. The Vice President for Academic Affairs (or their designee) will serve as a non-voting ex-officio member of the Council.

The minutes of the Graduate Council meetings shall be forwarded to Faculty Senate in a timely manner.



## January 2025 Newsletter

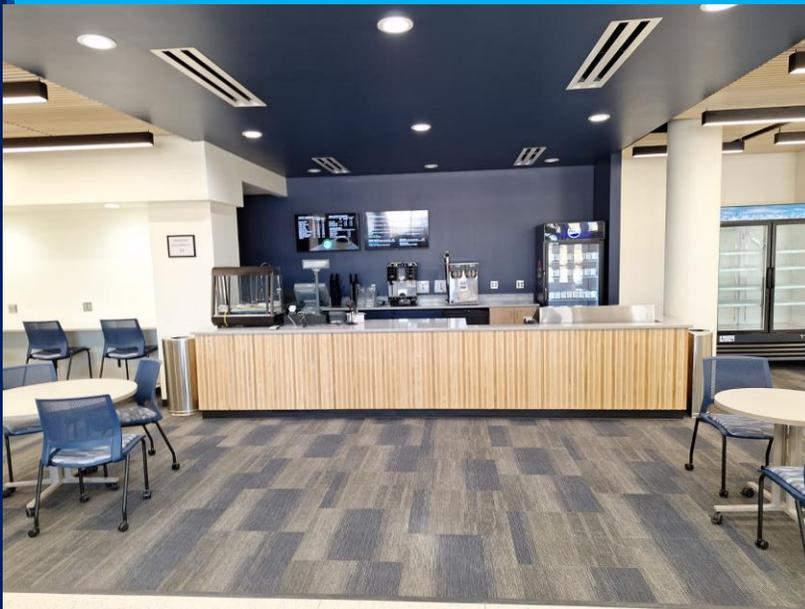
**WASHBURN**  
UNIVERSITY

Washburn Dining Services

Welcome back to a new year and new semester. A lot of things have happened with Chartwells over the past 30 days. We are looking forward to serving you at our new location at the Plass Building, Study Grounds opens on January 21, 2025.

The Union Café has a new look in the serving area, after some remodeling over the past 30 days. We have added a new Asian option to our already great line up of food.

Due to the success of our first year with Starship Delivery System we have been able to add two new Robots to our fleet of bots at Washburn University.



Construction is finally done at the Plass Building, our new Study Grounds location will open on Tuesday January 21, 2025.

Stop by and try our new fruit smoothies and Acai bowls. Or grab a snack or cup of coffee.

# Starship Delivery News:

## Welcome back from you favorite Delivery Bots!

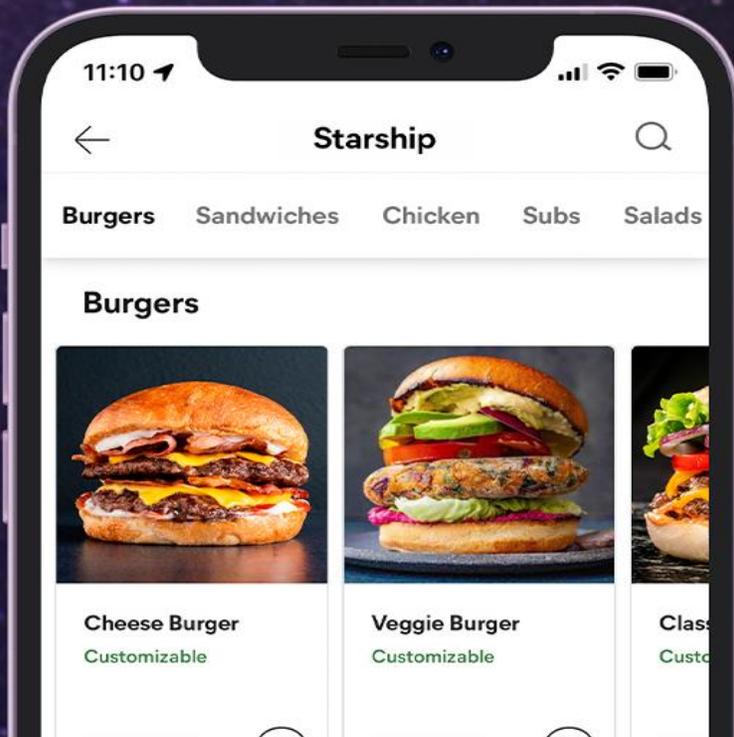


Due to the success of our first semester at Washburn University, we have added two more Robots to our lineup. The feedback and response to the Starship Delivery system has been overwhelmingly positive, allowing us to expand our fleet of Bots. They all have their little snow tires on and ready to deliver your food to you as fast as they can. Thank you for a wonderful first semester and we look forward to a even better second semester.

# Order on the app Starship Food Delivery

 Download on the  
App Store

GET IT ON  
 Google Play



If you have not downloaded the Starship app yet, you can do so using the App Store or Google Play. Why trudge thru the snow and the freezing cold temperature, just to eat. When you can stay in the comfort of your office or classroom and have the Bots delivery your hot food to your building. Download that app today and enjoy the convenience that the Bots provide.

Did you know on the Starship App you can choose “**order pick up**” or **delivery**? “**Order pick up**” allows you to order ahead and skip the line when you arrive to one of our locations. Try it out!

# Union Café and Lincoln Dining

- Faculty and students voted in December add “Paper Lantern” to our line up. This a new Asian food station will tempt your tastebuds.
- We have been remodeling the Union Café, stop by and see what we did in the past 30 days. This remodel will allow us to offer more food opportunities for you to enjoy. We experienced some equipment delays. We will need a few more weeks to complete the project. Thanks for your patience.

