

Washburn University  
Meeting of the Faculty Senate

February 14, 2011  
3:30 pm Kansas Room, Memorial Union

- I. Call to Order
- II. Approval of Minutes of the Faculty Senate Meeting of January 24, 2011 (pp. 2-3)
- III. President's Opening Remarks
- IV. Report from the Faculty Representatives to the Board of Regents
- V. Faculty Senate Committee Reports
- VI. University Committee Reports
  - A. Honors Committee Minutes of November 3, 2010 (pg. 4)
- VII. Old Business
- VIII. New Business
- IX. Information Items
- X. Discussion Items
  - A. Standardizing Curriculum/Faculty Affairs Submission Form (pg. 5)
- XI. Announcements
- XII. Adjournment

**Faculty Senate  
Washburn University**

*Minutes of January 24, 2011  
Kansas Room, Memorial Union*

Present: Arterburn, Averett, Barker, Bird, Blank, Childers, Croucher, Dodge, Edwards, Fernengel, Jacobs, Janzen, Kelly, Kowalski, Lunte, McBeth, Melick, Menzie, Ockree, Pembroke (VPAA), Roach, Routsong, Sanchez, Sharafy, Shaver, Sheldon, Stover, Tate (AVPAA), Wagner, Wohl

- A. The meeting of the Faculty Senate was called to order at 3:32 PM. Russ Jacobs presiding.
- B. The minutes of the Faculty Senate meeting of December 13, 2010 were approved.
- C. President's Opening Remarks.  
President Jacobs introduced and welcomed Dr. Randy Pembroke, VPAA, who began at WU on January 18. Jacobs also asked that the senate hold its next meeting on February 14 to get back on the second Monday schedule. He also announced that two members will be replaced due to a sabbatical and schedule conflict (Ramirez and Gonzelez-Abellas). He will contact them to designate replacements.
- D. Report from the Faculty Representatives to the Board of Regents  
Jacobs reported that the BoR has not met since our last meeting, but will be doing so on Wednesday, January 26. However, the audit and finance committees have met. The BoR audit committee received a good report from RubinBrown, the outside auditor. Jacobs also reported that the Budget and Finance Committee has met and began to construct the next years budget. They agree on the budget constraints, which included a 2% salary increase for faculty and staff.  
  
VP Bill Roach commented that the auditor did not comment on the whistleblower policy because they were not aware that it had been addressed by the BoR. They did had security issues with Banner accounts, and had a long list of needs to be fixed, including changing passwords more often. There are three separate audit reports – University, Athletics, and KTWU. If any member would like to see a copy, they can contact Roach and he will send it electronically.
- E. Faculty Senate Committee Reports –
  - a. Minutes of the Academic Affairs committee meeting of November 15, 2010 were approved.
  - b. Minutes of the Academic Affairs committee meeting of December 3, 2010 were approved.
- F. University Committee Minutes
  - a. Minutes of the Assessment Committee meeting of October 8, 2010 were accepted.
- G. Old Business.
  - a. 11-01 IS 250 Curriculum Proposal approved
  - b. 11-02 IS 350 Curriculum Proposal approved

- c. 11-03 IS 351 Curriculum Proposal approved
- d. 11-04 CLS Deletion from CAS approved
- e. 11-05 Mass Media – Electronic Media Curriculum Changes approved
- f. 11-06 Associate Degree Catalog Change approved
- g. 11-07 Mass Media – Public Relations Curriculum Changes approved
- h. 11-08 Mass Media –Contemporary Journalism Curriculum Changes approved
- i. 11-09 Mass Media – Creative Advertising Curriculum Changes approved
- j. 11-10 AS in Laboratory Science approved

H. New Business – no new business reported

I. Information Items – no items

J. Discussion Items -  
Senator Ockree questioned when the new travel reimbursement policy was placed into effect that only paid mileage to city outskirts instead of also covering mileage associated with travelling within another city. After discussion, the matter was referred to FAC for further information.

Senator Sharafy reported to senators that IT day will be held March 11, 2011 in Washburn A & B of the Union and will include vendors, exhibits. Anyone interested in participating should contact [ITDAY@washburn.edu](mailto:ITDAY@washburn.edu). They would like departments who are using IT to display during the event.

K. Announcements –There were no announcements.

L. Adjournment: the meeting was adjourned at 4:10 pm

**MINUTES**  
**HONORS ADVISORY BOARD**  
Wednesday, November 3, 2010  
Cottonwood Room – 12:00 p.m.

**Present:** Michael McGuire (Chair), Jennifer Ball, Lisa Sharpe Elles, Dannah Hartley, Martha Imparato, Reinhild Janzen, Vickie Kelly, Erica Koepsel, Carol Prim, and CJ Crawford (Administrative support)

The committee minutes from October 6, 2010 were approved.

**HONORS STUDENT COUNCIL REPORT**

Student Council is working on developing programming events.

The T-shirts have been ordered.

**Scholarship**

Michael asked members to think about for future discussion if there should be a service component to the scholarship approval – what has student done to promote the program?

**OLD BUSINESS**

**Honors Thesis Policy**

Michael asked if department honors projects should count for the honors program thesis. The Honors Program first appeared in the 1983-1984 catalog. If department honors were in effect prior to that time, can that thesis count as the Honors thesis?

**Probation Policy**

Michael wants to discuss this with the curriculum subcommittee.

**Course Proposal Form**

This will be worked on next week when the curriculum subcommittee meets.

**NEW BUSINESS**

**Course Catalog Entry**

If anyone has suggested revisions to the Honors Program catalog description, please send them to Michael via email. Changes are due back to the VPAA by November 8.

**OTHER**

If anyone is interested in going to an NCHC Conference, let Michael know. Held annually in the fall. Attendance is open to faculty, staff and students.

The curriculum subcommittee meets next week: Tuesday, November 9, 9:30 – 10:30 in the Rice Room.

**The next Honors Advisory Board meeting is Wednesday, December 15 at 11:30 a.m. in the Lincoln Room.** A buffet lunch will be provided. CJ will be sending an email to determine the number attending.

The meeting adjourned at 12:40 p.m.

**DRAFT**

**FACULTY AGENDA ITEM**

Date: *(this date would be changeable, depending on the committee it is being addressed in)*

Submitted by: *Contact person for the motion, including phone extension*

SUBJECT: *EX. MASS MEDIA CURRICULUM CHANGE FOR CONTEMPORARY JOURNALISM*

Description: *Short overview of the proposal*

Rationale: *Why is this being recommended?*

Financial Implications: *Costs involved (none, new faculty, etc)*

Request for Action: *Approval by AAC/.FAC/FS/ Gen Fac, etc*

Approved by: *AAC on date*

*FAC on date*

*Faculty Senate on date*