

CFC Meeting Minutes

Monday February 4, 2019 at 4:00 in Shawnee Rm

Karen Garrison
Linzi Gibson
Kristen Grimmer
Danielle Head
Rik Hine
Kelly Huff
Alex Klales
Wanjae Lee

Rodrigo Mercader
Kara Kendall-Morwick
Julie Noonan
Michael O'Brien
Holly O'Neill
Leslie Reynard
Jim Schnobelen
Jason Shaw

Cherry Steffen
Nan Sun
Brian Thomas
Sandy Tutwiler
Jennifer Wagner
Kerry Wynn

- I. Call to Order at 4:00 pm
- II. CFC Minutes, December 3, 2018 Approved
- III. Division Reports
 - A. Humanities October 12-19, 2019 Accepted
 - B. Humanities October 4-12, 2019 Accepted
- IV. Committee Reports
 - A. Curriculum Committee Meeting Minutes:
 1. January 17, 2019 Approved
 2. January 24, 2019 Approved
- V. New Business
 - A. Program Approval Process handout clarified approval process
 - B. Program Changes
 1. Bachelor of Science Forensic Chemistry Approved
 - a. Advisory committee assisted in details of program change
 - b. Working toward accreditation
 2. Associate of Science Degree in Engineering-Physics Approved
 - a. Washburn gets "credit" for students who transfer to engineering programs
 - b. Giving students more options/flexibility
 3. Bachelor of Music, Music Education, Vocal Emphasis Approved
 - a. Discussed with item below
 4. Bachelor of Music, Music Education, Instrumental Emphasis Approved
 - a. Working toward 120-credit degree change, but not conducive to accreditation requirements. Made it to 128 credits.
 - C. New Programs
 1. Forensic Chemistry minor Approved
 - a. Made minor adjustments to the minor (should be program change, but not able to do so online)
 - b. Title needs minor correction
 2. B.Ed. Biology Secondary Education Approved
 - a. B.S. in Secondary ed. very difficult to complete in four years
 - b. New program designed to allow students to graduate on time
 - c. B.S. is still an option
 3. B.Ed. Mathematics Secondary Education Approved
 - a. Same as above (C.2.)
 4. B.Ed. Elementary Education Approved
 - a. Currently student must choose concentration in another area

- b. Allows students to do elementary ed. only

VI. Discussion

A. University Strategic Plan

1. Board of Regents approved new strategic plan that came out of round table meetings last spring.
2. In the past, a CAS version of the strategic plan has been created as well; This has not been done at the department level.
3. Asking departments to develop 3-5 goals that they would like to work towards in the next 3 years.

B. Faculty Evaluation Timeline

1. Evaluations have been completed on a calendar year. We're now switching to an academic year.
2. Evaluations will be due before the Fall 2019 semester. The first time you'll be reporting three semesters (Spring and Fall 2018, Spring 2019) as well as summer (2018 and 2019).
 - a. Meetings with chair need to happen towards the end of September.
3. May also include goals for the upcoming year and reflect on goals from the past year.
 - a. There was a request for examples of the yearly goals.

C. SIR-II

1. ETS is no longer providing SIR-II course evaluations after Spring 2019.
2. We can continue to use the SIR-II form Bruce Mechtly adapted for Music.
 - a. College may need its own server.
 - b. Would this require additional clerical support?
3. Explorance Blue (used by Nursing) – Students can access form via D2L.
 - a. May be able to require students to complete the evaluation (can't access other D2L items until it's completed).
4. Need to consider content of form, how can students access the form (e.g. online), the costs of adopting a new system.

D. Overview of Washburn committees (what they do, who they receive items from, and who they pass on to)? (Rik Hine)

1. Request for flow chart to better understand committees.

E. Questions about weather-related closing. What is the decision-process?

1. K-12 school closings make things tricky for parents (faculty, staff and students).
2. Parking lot is a mess on poor weather days.
3. Is there a protocol for late-opening?
4. Can we get more information in a future CFC meeting that we can bring back to our departments and students?
5. Faculty may consider online class sessions on bad weather days when the University stays open.

VII. Updates

A. HLC will be here March 25 and 26 for accreditation

1. Week before will be Quest (Scholars Bowl/Quiz Show)

VIII. Announcements

A. STEM conference March 15th Dave Burgess "Teach Like a Pirate"

B. Themester Topeka premier of Strangers in Town: 7 p.m. Feb. 19, University Theatre full details on Themester events at www.Washburn.edu/Themester

C. Harman Lincoln Lecture featuring Harold Holzer: 3 p.m. Feb. 21, BTAC

D. Thomas L. King Lecture featuring Eva Mroczek: 7:30 p.m. Feb. 25, Washburn A/B

E. Next CFC meeting: 4 p.m. March 4, Shawnee Room

IX. Adjournment