

Washburn University
Meeting of the Faculty Senate

October 8, 2007
3:30 PM Kansas Room, Washburn B

Please note that we will be meeting in Washburn B

- I. Call to Order
- II. Approval of Minutes of the Faculty Senate meeting of September 10, 2007.* (pp. 2-4)
- III. President's Opening Remarks.
- IV. Report from the Faculty Representatives to the Board of Regents.
- V. Faculty Senate Committee Reports.*
 - A. Minutes from the Faculty Senate Committee of the Whole meeting of September 24, 2007. (p. 5)
 - B. Minutes from the Faculty Affairs Committee meeting of September 20, 2007. (pp. 6-7)
- VI. University Committee Minutes.*
 - A. Minutes from the International Education Committee meeting of September 6, 2007. (p. 8)
- VII. Old Business.
- VIII. New Business.
 - A. Election of School of Business representative to the Faculty Senate Executive Committee.
- IX. Information Items.
- X. Discussion Items.
- X. Announcements.
- XI. Adjournment.

*Attachments

**Faculty Senate
Washburn University**

*Minutes of September 10, 2007 Meeting
Kansas Room, Memorial Union*

Present: Bayens, Bowen (VPAA), Boyd, Camarda, Chorba, Concannon, Cook, Croucher, DePue, Dick, Dinkel, Ginzburg, Jackson, Jacobs (President), Lockwood, Lunte, Martin, Munzer, Nobo, Ogawa (visitor), Patzel, Peterson, Pownell, Prash, Ramirez, Ray, Rodriguez, Russell, C. Schmidt, S. Schmidt, Sharafy, Shipley, C. Sullivan, S. Sullivan, Walker, Winchester (proxy for Renn-Scanlan), Zhang (visitor)

- I. The meeting of the Faculty Senate was called to order at 3:30 PM.
- II. The minutes of the May 7th, 2007 Faculty Senate meeting were approved.
- III. President's Opening Remarks.
 - A. President Jacobs announced that a group of faculty, including a small number of Faculty Senators, would be traveling to a General Education conference either in October or November. Those in attendance were asked to contact President Jacobs if they were interested in attending.
 - B. Volunteers were also solicited for the Higher Learning Commission Self Study Report "Roll Out" committee. This committee is charged with making certain that Washburn faculty, staff, and students are informed that the self study will be occurring this coming May as well as the major findings of the self study. Again, those in attendance were encouraged to contact President Jacobs.
 - C. According to the Faculty Senate Constitution, from time to time an assessment of the processes and procedures of the Faculty Senate should be determined. Those in attendance supported the idea of forming a Committee of the Whole to evaluate the workings of the Senate. President Jacobs, with the assistance of Secretary Russell, agreed to determine the outcomes of each of the action items that have been approved by the Faculty Senate.
 - D. A group of adjuncts requested the Faculty Senate to consider recommending that Washburn University reimburse a portion of an adjunct faculty member's tuition when they take a class at Washburn. Those in attendance agreed that this is an issue that should be addressed by the Faculty Affairs Committee.
 - E. It was noted that the list of Faculty Senate committee appointment were attached to the agenda and that the Faculty Senate Executive Committee was largely able to give people their first choice
- IV. Report from the Faculty Representatives to the Board of Regents.
 - A. At the July 27, 2007 meeting, the Board approved the University budget, the dual JD/MBA program, a budget of \$5 million for the athletic strength and conditioning facilities and other renovations to Whiting Field House, and the hiring of Dr. Robin Bowen as VPAA.
 - B. At the September 7, 2007 meeting, the Board authorized a change in the University's life insurance provider. Under the new plan, each employee will continue to have a maximum of \$50,000 life insurance provided by the University at no charge to the employee and will also have \$150,000 of accidental death and dismemberment

coverage. Employees will have the option to purchase additional voluntary life insurance coverage through payroll deduction. The Board also approved the renewal of the University's health plan with Blue Cross Blue Shield of Kansas. For the first time in four years, there will be a premium increase of 5 percent. No other changes will be made to the health insurance program.

- V. Faculty Senate Committee Reports.
 - A. The minutes of the Faculty Affairs Committee meeting of 05/08/2007 were accepted.

- VI. University Committee Minutes.
 - A. The minutes of the Research Grant Committee meeting of April 25, 2007 were accepted.
 - B. The minutes of the International Education Committee meeting of May 3, 2007 were accepted.
 - C. The minutes of the Assessment Committee meetings of October 12, 2006, November 16, 2006, February 14, 2007, and April 10, 2007 were accepted.

- VII. Old Business. There was no Old Business.

- VIII. New Business.
 - A. With respect to the "Establishment of a policy relating to the review of student "research." (07-04), the motion was passed to create a task force whose task will be to address the issues contained with the action item. It was also agreed upon that the task force should be composed of an equal number of Faculty Senators and IRB members. The recommendation of the task force will be treated as Old Business at a subsequent meeting.

- IX. Discussion Items.
 - A. Baili Zhang, Director of International programs and Area Director for the International Education WTE, discussed the use of student gpa as a determining factor in funding WTE study abroad classes. Baili noted that Appendix D of International Education scholarship guidelines states that gpa could be used as a factor in scholarship decisions and in scholarship eligibility. Baili also noted that the difference between the highest and lowest scholarships was only \$300 and that gpa was used as a result of other differentiating factors. Others made the argument that the rules for determining scholarships existed prior to, and therefore are not applicable to, WTEs. It was also argued that students should not be excluded or dissuaded from a WTE due to their gpa, despite the fact that alternatives are available. It was also argued that student funding should not be adversely affected by their gpa. In short, each WTE student should be treated equivalently. It was recommended that it might be more useful to not consider WTE funding a scholarship.
 - B. It was announced that faculty will not have the opportunity to receive monetary compensation for supervising of WTE projects, with the exception of the School of Business faculty. It was noted that the decision about faculty compensation have been made without consultation with the Faculty Senate leadership, as is required according to the approved Washburn Transformational Experience document. It was reported that this recent development was established by senior administration. Concern was voiced as to whether the administration would make additional changes without faculty input or approval and that would negatively impact those individuals

who are responsible for supervising WTE projects. It was noted that the WTE is a voluntary project and that faculty participation is not mandatory and that the option of disapproving the WTE will always remain a possibility. The Faculty Senate directed President Jacobs formally to inquire as to how these decisions are being made, and to work toward the establishment of the committee required by the action that created the WTE.

X. Announcements.

- A. With regard to HiPACE, it was reported that the computers were delivered in May. Due to the renovations in Stoffer, the computers were placed in Bennett. The machines were to be administered by the HiPACE's principal investigators, but are now under the control of ISS. Discussions are being held with the administration so as to rectify this situation.
- B. Those in attendance were asked to review the unapproved Conflict of Interest policy and the previously established Grievance policy. Of interest is whether the Grievance policy is sufficient to also serve as a Conflict of Interest policy. Those with comments are encouraged to share and/or send them to the members of Faculty Affairs Committee.

XI. The meeting was adjourned at 5:00 PM.

Respectfully submitted by Mike Russell, Secretary to the Faculty Senate

*Minutes of the Faculty Senate Committee of the Whole meeting
Washburn University*

September 24, 2007 Meeting
Kansas Room, Memorial Union

Present: Boyd, Chorba, Concannon, Cook, Dick, Ginzburg, Jacobs (President), Martin, Munzer, Nobo, Ockree, Peterson, Prash, Ray, Roach, Rodriquez, Russell, C. Schmidt, S. Schmidt, Sharafy, Shipley, Walker, Renn-Scanlan

- I. The meeting of the Faculty Senate Committee of the Whole was called to order at 3:32 PM.
- II. President Jacobs reported on the progress of previously approved Faculty Senate action items. President Jacobs announced that all of the action items had been dealt with in the manner recommended by the Faculty Senate.
- III. The remainder of the meeting involved the attendees presenting and discussing those issues relating to the efficiency and functioning of the Faculty Senate. The issues raised are as follows:
 - a. The inclusion of the Parliamentarian as part of the Faculty Senate Executive Committee. The Faculty Senate Constitution, as it presently stands, does not consider the Parliamentarian a member of the Faculty Senate Executive Committee. A motion was made to leave the Faculty Senate Constitution as it presently exists. The motion was seconded and approved.
 - b. The formation of ad hoc committees or task forces to deal various issues/items so as to not overburden the standing committees of the Faculty Senate and so as to more expeditiously deal with the issues/items presented to the Faculty Senate.
 - c. The abolishment of term limits for Faculty Senators, to avoid any possibility of unfilled Senate seats.
 - d. Minutes of the Faculty Senate being forwarded to the Board of Regents as required by the Faculty Senate Constitution.
 - e. Revision of the Faculty Senate Constitution to reflect the previously approved changes made to the makeup of the Academic Affairs Committee. A motion was made to alter the Faculty Senate Constitution to reflect the approved changes to the makeup of the Academic Affairs Committee. The motion was seconded and approved.
 - f. Issues arriving from the administration should receive faculty consultation prior to requests for Faculty Senate for consideration so as to include faculty perspective.
 - g. Encouragement of faculty to propose initiatives rather than the initiatives originating from the administration level.
 - h. Faculty representatives should be permitted to give regular reports on the operations of the Faculty Senate at the Board of Regents meetings.
 - i. The audio-visual recording of Faculty Senate meetings so that greater information about issues and debates can be obtained by those not in attendance.
 - j. Revision of the Faculty Senate Constitution to reflect the organization and existence of the various Faculty, Presidential, and Advisory committees.

IV. The meeting was adjourned at 4:49 PM.

Respectfully submitted by Mike Russell, Secretary to the Faculty Senate

Washburn University
Faculty Affairs Committee

Minutes of September 20, 2007 Meeting
3:00pm Mosiman Room, Memorial Union

Present: Brenda Patzel (Chair), Lee Boyd, Linda Croucher, Barbara Ginzburg, Park Lockwood, Kandy Ockree, Mary Ramirez, Karen Ray, Mike Russell

- I. The meeting was called to order.
- II. Officers were elected, Brenda Patzel (Chair) and Park Lockwood (Secretary)
- III. Sabbatical application procedures and guidelines were discussed. Academic and Sweet Sabbatical application forms will be reviewed and discussed at the next FAC meeting. The FAC will attempt to complete the final revision of this document by the end of next month's meeting.
- IV. Nomination of the Sabbatical Committee. The FAC is in the process of contacting the appropriate Chairs and Deans by the next FAC meeting in order to begin the selection of the 07-08 Sabbatical Committee. The FAC will also contact the Law school to determine if representation from this school is required for this committee.
- V. Conflict of Interest and Grievance policies.
 - a. The inclusion of promotion and tenure within the Grievance policy was discussed. The FAC will look at grievance policies from other universities and wait for input from Washburn's FS members regarding suggested changes to this document prior to making any revisions.
 - b. FAC discussed and was in favor of placing the COI procedures within the Grievance policy; however a final decision regarding this issue will be made upon hearing FS suggestions. It was concluded that the Grievance policy should be revised due to the mention of committees within this policy that are not present anymore since the initiation of the Faculty Senate.
- VI. Cost reduction for adjunct instructors at Washburn University. The FAC was in favor of a cost reduction and is currently looking into the financial implications associated with this change. Further discussion of this issue will occur during next month's meeting.
- VII. FAC goals were discussed. The following are FAC goals for the fall semester:
 - a. Complete Sabbatical policy revisions
 - b. Complete the revision of the Grievance / COI Policy
 - c. Address the cost reduction for adjunct instructors taking classes at Washburn University
 - d. Begin discussions on an Intellectual Property policy for Washburn University

- VIII. The following will be FAC discussion items during the 07 – 08 year
 - a. The role of librarians at Washburn University
 - i. The FAC will begin a process of surveying librarians regarding their interest in being tenured or non-tenured.
 - b. Insurance benefits for partners
- IX. Meeting was adjourned at 4:20pm.
- V. Next meeting will be at 3:30pm, Thursday October 25th in the Mosiman room.

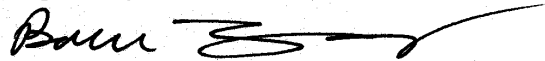
Submitted by Park Lockwood, Secretary of the Faculty Affairs Committee

**International Education Committee
September 6, 2007, International House**

In attendance: Azyz Sharafy, Dmitri Nizovtsev, Brian Ogawa, Shirley Dinkel, Matt Arterburn, Mary Sheldon, Alex Glashausser, and Baili Zhang. Guests: Robin Bowen Joanne Altman, and Susan Engelhardt.

1. Minutes of May 3 '07 meeting were approved as corrected.
2. Zhang introduced the new VPAA Robin Bowen, Joanne Altman, and Susan Engelhardt. Members introduced themselves to guests. Zhang informed the committee that Kent Stone resigned from the university to become the associate pastor of a local church. Miguel Gonzalez, absent due to chair's meeting, will represent the ML Dept.
3. Zhang reported that the new newsletter and Brown Bag fall program have been published. He also reported that Olga Mashtakova, a Fulbright scholar from Russia, will be visiting Washburn for the academic year. Dinkel reported that the Nursing School has been very active in international development with various educational and cooperative programs in China, Finland, Russia, and Northern Ireland, among others.
4. Zhang re-introduced Joanne Altman, reminded the committee of her email expressing concern over the WTE scholarships award formula, i.e. base plus merit. Zhang reminded the committee by summarizing the debate on the very same issue last semester. Altman presented her view on the issue and argued for a formula of equal amount for all participating in the same program since WTE is a requirement for all. Members asked questions and presented their views. It was determined that no change is necessary at this point regarding the current funding guidelines (aka Appendix G). Several members, however, recommended better communication between IP and faculty leaders and between faculty leaders and students, and inviting staff from Financial Aid and Business Office to attend faculty workshops. It was moved to close the discussion on the matter. Zhang noted that the faculty senate will need information on this issue and encouraged members to attend the Sept. 10 meeting at 4 in Kansas Room. Sheldon, Dinkel, and Sharafy will be present. Sharafy also volunteered to be the committee's rep. on the scholarship committee.
5. Robert Weigand was recommended to receive \$1,100 to present in London pending additional information on the airfare, which appeared too high to some members.
6. The document of International WTE Tiered Funding System was circulated and discussed briefly. Several members expressed ~~several~~ concerns over the proposal, one of which was the non-WTE programs abroad would be totally unsupported if the non-WTE money was phased out. Zhang noted he would communicate with the VPAA in an effort to preserve the non-WTE funding for the foreseeable future and revise the documents for future discussions.

Respectfully submitted,



Baili Zhang