

Washburn University
Meeting of the Faculty Senate

February 8, 2010
3:30 pm Kansas Room, Memorial Union

- I. Call to Order
- II. Approval of Minutes of the Faculty Senate Meeting of December 14, 1009 (pg. 2)
- III. President's Opening Remarks
- IV. Report from the Faculty Representatives to the Board of Regents
- V. Faculty Senate Committee Reports
 - B. Minutes from the Academic Affairs Committee meeting of 12-3-09 (pp. 3-4)
- VI. University Committee Reports
 - A. Assessment Committee Minutes December 3, 2009 (pg. 5)
 - B. Honors Advisory Committee Minutes December 2, 2009 (pg. 6)
- VII. Old Business
- VIII. New Business
 - A. 10-01 Business Curriculum Change BU 484 (pp. 7-8)
- IX. Information Items
- X. Discussion Items
- XI. Announcements
- XII. Adjournment

**Faculty Senate
Washburn University**

*Minutes of December 14, 2009
Kansas Room, Memorial Union*

Present: Arteburn, Averett, Barker, Berry, Croucher, Faulkner, Isaacson, Janzen, Kaufman, Kelly, Khan, Manske, Mazachek,, McBeth, McGuire, Melick, Menzie,Quinn, Prasch, Routsong, Sharafy, Shaver, Sullivan, Wynn

- A. The meeting of the Faculty Senate was called to order at 3:33 PM. Tom Prasch presiding.
- B. The minutes of the Faculty Senate meeting of November 30, 2009 were approved.
- C. President's Opening Remarks.
Prasch reported that there were a couple important points to remember:

First, the General Education wiki is open for comments. Prasch reminded everyone to read all of the proposals and comment. Second, the strategic planning document has condensed their white paper. Please read it and provide comments.
- D. Report from the Faculty Representatives to the Board of Regents.
Prasch reported that the Board of Regents met on December 11 with a relatively short consent agenda. The condensed strategic plan was presented to the Board at the meeting.
- E. Faculty Senate Committee Reports.
 - A. There were no committee minutes.
- F. University Committee Minutes.
 - A. Minutes from the International Education/International WTE Committee Meeting of November 19, 2009 were accepted.
 - B. Minutes from Honors Board Advisory Committee Meeting of November 11, 2009 were accepted.
- G. Old Business.
 - A. 09-18 Status of No Confidence Vote. The motion passed with a unanimous vote. The senators requested it be sent to both the Washburn Board of Regents and the full faculty.
- H. New Business.
 - A. 09-25 WTE Recommendation : As amended, the Faculty Senate voted 16 for, 6 against, and 2 abstentions to accept the motion to remove WTE as a university requirement. The motion was passed.
- I. Information Items. There were none.
- J. Discussion Items. None
- K. Announcements. None

**Academic Affairs Committee
December 3, 2009
Minutes**

Committee members in attendance:

Kathy Menzie (chair)
Lori Khan
Paul Byrne
Kanalís Ockree
Cal Melick
Linda Croucher
Robin Bowen (ex officio)

Kathy Menzie called the meeting to order.

Item I: The minutes

Discussion: The committee requested they be given an opportunity to review the minutes before they are sent to the Faculty Senate and, if the deadline were tight, the minutes could be sent out electronically for review and approval.

Action: Minutes from the November 11, 2009, meeting were approved as written.

Item II: Discussion of General Education Report

Discussion:

The committee discussed whether they would be ready to approve the Gen Ed Proposal as a whole or in part. The committee noted the first portion of the General Education Proposal covered items which have been discussed more broadly across campus:

Proposal 1). General Education statement

Proposal 2). General Education learning outcomes

Proposal 3). Using major courses to Satisfy General Education Learning Outcomes

Proposal 4). Courses Satisfying Learning Outcomes

Proposal 5). General Education distribution Requirements [Breadth of Knowledge]

Dr. Bowen told the committee the faculty open forums would be held Dec 7, 8, and 9th in order to give faculty an opportunity to have input on the proposal. The committee would have an opportunity to hear faculty feedback at these forums.

Some committee members felt faculty would be hesitant to accept a proposal which was incomplete. The committee also recognized the benefits of passing some of the proposed items, such as learning outcomes, which would allow the committees to move forward on assessment.

The committee agreed clarification would be important as to what exactly was being recommended to the faculty senate for approval when a recommendation was made.

Action: The committee agreed to wait until they had further input from the faculty before making a decision.

Item III: WTE Recommendation from the WTE Subcommittee

Discussion:

Kathy Menzie had requested the number of students declaring a WTE who had not yet completed in order to determine the impact a decision would have on students. This number was initially 270, but had decreased to 160 and was still somewhat inflated. It is believed the number of students not yet completing their WTE would be considerably lower once all the students had been contacted.

A question was raised as to the cost of keeping the WTE as an option. The subcommittee said this is not known, although during the period the WTE was required, the costs had not exceeded the budgeted amount. The Board of Regents had reduced the WTE budget an additional \$300,000, and indications were the WTE could be maintained within this budget, where as it would be difficult if the WTE were required for all students.

The WTE Subcommittee said they had discussed the impact of this change from a requirement with all the WTE directors, They had indicated their programs would be impacted but could, with the exception of Community Service, continue without the WTE requirement. The subcommittee noted the Community Service division of the WTE received a larger portion of the WTE funding in comparison to the other three divisions.

Action:

The motion was made to add additional wording to the recommendation to qualify the students for who the waiver was applicable as follows:

Recommend the WTE be changed to an optional program effective Fall 2010 with waivers available for students graduating under AY 2006-2010 catalogs, who have extenuating circumstances.

A motion was made to add the original recommendation back into the subcommittee recommendation to include the WTE in the Honors Program with the following wording:

Recommend the Honors Program consider WTE as a requirement to graduate with "honors."

Both motions carried with one dissenting vote. The WTE recommendations will move forwarded to the Faculty Senate.

The meeting was concluded.

The next meeting will be scheduled after the first of the year.

MINUTES
ASSESSMENT COMMITTEE

Wednesday, December 2, 2009

Cottonwood Room

3:00 p.m.

Present: Donna LaLonde (chair), Nancy Tate, Denise Ottinger, Joanne Altman, Mary Shoop, Lori Khan, Danny Wade, Melodie Christal, Heather Collins, and CJ Crawford (administrative support). Absent: Cathy Hunt, Kandy Ockree, Jane Carpenter, Jay Memmott, Lucas Mullin and Don Vest.

CJ will send out a link to Doodle so everyone can indicate availability for spring semester committee meetings.

Donna said that the feedback on the Student Learning Outcomes Matrix from most areas has been positive.

Donna met with International Programs and two of the three areas felt confident that they can formalize an assessment plan.

Donna talked about D-Space, a digital repository, and that it may be a good place to put assessment information that is not accessible to the public. It may be a better place to put the shared folders than on the shared drive where they are currently located.

The Program Review Committee has asked the Assessment Committee to provide them with the narrative for the program review document of what departments should provide for assessment. Donna will prepare a draft and send it out to the committee for an email vote. Donna recommended that the Assessment Committee should meet with the Program Review Committee to review where we are headed.

Melodie updated the committee on MAPP testing. Dr. Farley has approved the letter to send to seniors, so Melodie and Nancy will work on targeting seniors in capstones for the spring semester. Mary Shoop suggested using student teachers as one group of seniors. The plan is for the senior testing to be unproctored.

CJ has sent a request to ISS to archive the department information from the old Assessment website.

The Assessment Committee will meet on January 13 at 1:00 p.m. to plan the spring semester. CJ will let everyone know the location via email. It was agreed that there should be a spring workshop for the liaisons and topics could be how to organize information, how to prepare the department annual assessment report, and what should be the next step.

The meeting adjourned.

MINUTES
HONORS ADVISORY BOARD
Wednesday, December 2, 2009
Crane Room – 12:00 p.m.

Present: Michael McGuire (Chair), Jennifer Ball, Dean Corwin, Rachel Goossen, Keenan Hogan, Angel Romero, and CJ Crawford (Administrative Support)

The committee minutes from November 11, 2009 were approved.

OLD BUSINESS

Committee Reports

Communication – None.

Scholarship – None.

Spring Banquet Date

The Spring Banquet has been scheduled for Tuesday, March 30, 2010 in the Ruth Garvey Fink Hall in BTC. Starting time will be 6:00 p.m. or 6:30 p.m.

New Member Breakfast

The spring New Member Breakfast has been scheduled for Tuesday, February 2, 2010 in the Ruth Garvey Fink Hall in BTC from 8:00 a.m. to 9:00 a.m.

NEW BUSINESS

Review of Applications for Fall 2010

Before beginning the application review, Michael asked about developing a policy on admitting applications and if a subcommittee should be appointed to develop recommendations to bring back to the committee. Currently, there isn't a policy about admitting students. Rachel Goossen recommended that a subcommittee should be formed. Jennifer Ball agreed and recommended that it consist of 3 committee members. A new business item at one of the first spring meetings will be to establish an Honors Admissions subcommittee.

An application was received for someone very close to graduating and there was discussion about whether this person would qualify to be in the University Honors Program because there probably wouldn't be time to complete the requirements. It was suggested that something be added to the application page about potential students allowing enough time to complete the program. Admitting students to the University Honors Program did not necessarily mean they would graduate with University Honors. It was suggested that Michael email the student to see if this was understood and they still wanted to pursue approval of their application.

Angel recommended that a standard application evaluation form be developed for future reviews. The committee received and reviewed 15 applications – each application was reviewed by three committee members and votes were given to Michael for the final decision.

The meeting adjourned.



Date: December 1, 2009

To: Professor Kathy Menzie, Chair
Academic Affairs Committee of the Faculty Senate

From: David L. Sollars, Dean *DL S*
School of Business

Subject: Establishment for an Alternative Required Course in the Finance Major: Specifically the Establishment of BU 484 Applied Portfolio Management as an Alternative to BU 374 Principles of Risk and Insurance to Meet the Requirements of the Major Area of Concentration in Finance in the BBA Degree.

Rationale or Reason: The proposed change will provide alternatives within the finance area for students with differing interests, allowing them to choose between the two courses to fill out the 12-hour module. Both courses are established courses.

The proposed change is triggered at this time by the recent retirement of Professor Jim Eck, the long-time instructor in BU 374, and facilitated by the hiring several years ago of Professor Rob Weigand, the Brenneman Distinguished Professor, who developed BU 484 at Washburn as an elective course.

It was felt that the exclusion of BU 484 from the finance major artificially directed enrollment away from BU 484 while inclusion of BU 374 in the major similarly artificially directed enrollments toward BU 374. Giving them equal status in the finance major will correct the distortion, while allowing the students to follow their own professional interests.

Proposed Action: The proposed action will alter the catalog and degree audit materials so that the 12-hour, four course requirement for the finance major will read as follows:

- BU 483 Investments
- BU 488 Financial Management
- EC 485 Money and Banking

and three (3) additional hours from the following:

- BU 374 Principles of Risk and Insurance
- BU 484 Applied Portfolio Management

Financial Implications:

There are no direct financial implications as both courses are currently offered by existing faculty and adjunct faculty. It is possible that in the long run there will be fewer sections of BU 374 offered over the year than in the past.

Approvals:

The proposal was approved at second reading by the School of Business Faculty in its meeting of November 24, 2009. By this transmission, it is approved by the Dean of the School of Business.

The proposal document as processed by the School of Business Faculty is attached.