

**Washburn University
Meeting of the Faculty Senate
February 1, 2016
3:00 PM – Kansas Room, Memorial Union**

- I. Call to Order**
- II. Approval of Minutes of the Faculty Senate Meeting of December 7, 2015 (p. 2-3)**
- III. President's Opening Remarks**
- IV. Report from the Faculty Representative to the Board of Regents**
- V. VPAA Update—Dr. Randy Pembrook**
- VI. Faculty Senate Committee Reports**
- VII. University Committee Reports:**
 - Receipt of the Graduate Council minutes from October 26, 2015 (p. 4-5)
 - Receipt of the International Education Committee minutes from November 5, 2015 (p. 6)
- VIII. Old Business:**
 - 16-4 Office Door Proposal (2nd reading) (p. 7-8)
- IX. New Business:**
 - 16-5 Campus Smoking Policy Proposal (1st reading) (p. 9)
- X. Information Items: None**
- XI. Discussion Items:**
 - Possible committee on the use of student evaluations of teaching at Washburn.
 - Possible constitutional amendment providing ex-oficio student, staff, and adjunct representatives on Faculty Senate.
- XII. Announcements**
- XIII. Adjournment**

**Washburn University
Meeting of the Faculty Senate
December 7, 2015
3:00 PM – Kansas Room, Memorial Union**

PRESENT:

**Alexander (Ryan), Ball, Francis, Jackson, Kwak, Leung, Mansfield, Mastrosimone, McHenry,
Moddelmog, Pembrook, Petersen, Russell, Sanchez, Schnoebelen, Sourges, Steinroetter, Tutwiler,
Weiner, Worsely, Zwikstra**

ABSENT:

**Alexander (Rebecca), Childers, Farwell, Garritano, Mapp, Mechly, Memmer, Palbiche, Porta,
Routsong, Sadikot, Scofield, Smith, Stacey, Stevens, Stevenson, Treinen, Wohl**

GUESTS:

Vickie Kelly and Nancy Tate

- I. President Ball called the meeting to order at 3:02pm.
- II. The Minutes of the Faculty Senate Meeting of November 16, 2015 were approved.
- III. President's Opening Remarks: None
- IV. Report from the Faculty Representative to the Board of Regents:
 - Ball went to the audit meeting: nothing much to report beyond what was in the report.
 - Moddelmog went to the full meeting: 1) Hunter, LaLonde, and McQuere were awarded emeritus status, and 2) funding for various building and renovation projects was granted.
- V. VPAA Update—Dr. Randy Pembrook:
 - Commencement—please attend this Friday; it starts at 6:00pm. The Washburn Tech commencement is on Thursday night at 7:00pm.
 - Visits to community college in the fall were very worthwhile; some from Johnson County Community College (JCCC) will be visiting in the spring. Please let us know if you have contacts JCCC that might aid in engagement, or ideas to foster greater ties.
 - Thanks for re-recruitment efforts; our levels are ahead of last year.
 - CJ Crawford is leaving after commencement; please thank her for her work.
 - Margaret Wood left on Friday, Melanie Burdick from English is taking over—please support her and C-TEL.
 - Happy holidays and happy grading.
 - Petersen noted that some faculty were wondering if we would be doing a survey about conceal and carry on campus. Pembrook indicated that President Farley thought the town hall meetings we did would be better than a survey; do we still need a survey based on what was presented at these meetings? Moddelmog thought that what was missing was a consensus on the feelings of the faculty; it was just an open forum. Ball reported that she thought that the AAUP on campus might be drafting a policy about this. Pembrook wondered what the purpose of the outcomes of such a survey might be. Ball and Petersen both noted that they still don't know how the faculty

feels about this issue; it wasn't revealed by the qualitative feedback provided at the forums. Ball said it sounds like there won't be a survey so Faculty Senate can put one together.

VI. Faculty Senate Committee Reports: NONE

VII. University Committee Reports:

- The International Education Committee minutes from October 8, 2015 were received.
- The Interdisciplinary Studies Committee minutes from October 29, 2015 were received.
- The Assessment Committee minutes from November 11, 2015 were received.
- The Library Committee minutes from November 18, 2015 were received.

VIII. Old Business:

- 16-3 Change to Faculty Handbook-Assessment Committee Membership Tenure (presented by Nancy Tate and Vickie Kelly). The agenda item was passed.

IX. New Business:

- 16-4 Office Door Proposal (Ball): She has already received some feedback on this that she appreciated as this is a first reading. Pembrook asked if Ball had consulted the VPAT regarding this issue since the last meeting; she had not but her first interaction indicated that a policy was not forthcoming. Zwikstra doubted the claim of damage as a reason not to allow items to be taped to doors. Another draft of this proposal will be presented at the next Senate meeting.

X. Information Items: None

XI. Discussion Items: None

XII. Announcements:

- Pembrook: We have an Interdisciplinary Studies (IS) committee and Graduate Council. If a graduate proposal comes forth that is interdisciplinary, what do we want to do with it? Petersen wondered about what the vetting process for the curriculum changes to such a program might be (would it be relegated to a committee that may or may not be composed of those faculty?). Pembrook says that, in this particular case—a program that is housed in the Communication Studies (CN) department but involving the Leadership Institute—the CN faculty would have had a voice throughout the process. Moddelmog wondered if there were even graduate programs in Leadership; Pembrook assured all that those instructing on these issues would be at the doctoral level. Ball clarified that CN is the home for the program but that Michael Gleason (from the Leadership Institute) will be on the committee. Petersen again wondered about the process for changing the curriculum. Pembrook said that both the CN and Leadership faculty would deal with it. The faculty present revealed that such programs should go through the graduate council. Pembrook added that anything in Graduate council also ends up coming to Senate, so concerns could always be voiced here.

XIII. President Ball adjourned the meeting at 3:32pm.

Graduate Council Agenda

October 26, 2015

12:00 – 1:00 p.m.

Baker Room/BTC

Graduate Committee members Present: Aida Alaka, (SOL) (ex-officio), Julie Boydston (PY), Kayla Carter (ex-officio), Patricia Dahl (CJ), Shirley Dinkel (DNP), Vickie Kelly (MHS), Bruce Mactavish (MLS), Tim Peterson (ex-officio), Randy Pembrook (ex-officio), Blake Porter (WSGA), Kayla Waters (HS), Kelley Weber (Mabee)

Tim Peterson called the meeting to order.

1. The September 28, 2015 minutes were submitted to the committee previously with a request committee members review these prior to the meeting. A motion and second to approve the minutes were made. All approved said minutes.
2. Update on the new graduate application

Tim Peterson provided an update on work that is being done with CollegeNet. Tim indicated he is working to give two or three opportunities for the committee members to review the application process prior to it being fully implemented which is hoped to be in early spring semester. Tim provided a handout of general information required in our current application process and asked committee members to review this and inform him yet this week of any changes that should be made.

Discussion occurred regarding a transition period from our current system to the new system. Discussion included:

- It will be requested that admissions continue to accept applications until this is fully implemented. There should be wording placed within the first few screens of the CollegeNet application to encourage students to complete the current process if they have started it, and to encourage the completion of the new process for those who haven't yet started an application process.
- The committee determined Fall 2016 will be a transition year between the current and new processes, and in Fall 2017 all programs will be onboard.
- Dr. Pembrook requested units gather feedback on the new process and asked what data is needed to collect in order to ensure we are getting the needed results from the new application process. More discussion regarding this will be in future meetings.
- Continued discussions will also occur regarding transcripts and how they are processed within the Graduate admission process.

3. Continuous enrollment

Tim encouraged the committee members to complete the spreadsheet sent by the deadline of Nov. 9, 2015. This will provide the subcommittee with data to return back to the full committee with recommendations.

4. Incompletes

Kelly Russell announced there were 524 incompletes in the system, dating back to 1968. This is an issue as Washburn has a policy that states students can't graduate with an incomplete on their record.

After some discussion, it was determined more information was needed regarding

- How programs currently handle incompletes in the short and long term?
- Should a student be asked to take a variable hour credit course to ensure they can complete the work rather than have the chance at an incomplete?
- How do the incompletes affect faculty load/compensation?
- How do we clean these incompletes out of the system (or is that necessary?).

5. Update to thesis submissions at Mabee

Kelley Weber announced guidelines for capstone projects effective Spring 2015. Students are to submit electronic theses and dissertations to the Institutional Repository. Students will retain copyright to their intellectual work and grant Washburn University the nonexclusive right to publish the materials, meaning that it may also be published elsewhere. Students have the option to have their work remain exclusive and those requests will be handled by the Associate Dean of University Libraries.

A question on how the graduate program directors can assist students with showcasing their work was raised. This will be an agenda item for the next meeting.

Meeting adjourned 1:00 p.m.

International Education /International WTE Committee

Nov. 5, 2015, 4-5 pm, International House

Present: Liviu Florea, Lara Rivera, Brian Ogawa, Kelly Watt, Miguel Gonzalez –Abellas, Sangyoub Park, Seid Adem, Nancy Tate, Tonya Kowalski, and Baili Zhang. Linsey Moddelmog attended a portion of the meeting as guest.

October 8 meeting minutes were approved.

G. Wilson's funding request was approved.

Guest Lindsey Moddelmog made comments on the latest revision of the funding policy and advocated for the inclusion of broader categories of faculty international travel for funding such as observations and personal learning. Committee members commented that the limited funds need to be spent on result/outcome-based projects such as presenting a paper or invited teaching other than those still in progress.

Committee discussed more about funding guidelines and policies. No change was made and no action taken. However, it was suggested that C-TEL and Curriculum Development Grant be contacted to see such gaps could be addressed through those funds. Zhang would initiate such contacts.

Respectfully submitted,

Baili Zhang

FACULTY AGENDA ITEM NO 16-4

Date: 1/15/2016 (revised)

Submitted by: Jennifer Ball, President, Faculty Senate, x1840

SUBJECT: Faculty Door Policy

Description: Faculty members with offices in Morgan Hall have been told they may not post anything on their office doors. The General Faculty requests clarification on the policy and supports a policy that allows faculty members to post signs, images, etc., on their doors.

Rationale: Some faculty members to whom this (apparently unofficial) policy applies have objected to it. It is unclear who has made this decision or why, and the General Faculty would ask the Administration to make clear what the policy is, as well as the reason for it. The reasoning would be helpful in possibly finding an alternate solution to whatever problem the posting on office doors is thought to cause.

Further, the General Faculty expresses support for a policy that allows faculty members to post signs, images, etc., on their office doors. Such postings are a visual way to convey positions on academic, political, and social issues. This policy prohibiting postings is standing in the way of the free exchange of ideas, which the court system has repeatedly defined as central to the concept of academic freedom. Moreover, faculty office doors represent the entry to their offices, spaces where faculty members set their research and teaching agendas.

Also, much of what faculty members post on their doors directly relates to their efforts to serve WU students—sign-up sheets, handouts, drafts of papers students have asked professors to read and provide feedback for, announcements regarding events and opportunities, etc. Thus, this (unofficial) door policy is standing in the way of Washburn's mission to serve its students.

Finally, faculty simply as employees of an organization should be allowed the freedom to express themselves and individualize their spaces, and this also lends a college "feel" to the hallways of our buildings, as opposed to their having a sterile aesthetic.

Recent academic literature addresses the importance of this issue. The first listed is specific to academia and includes references to other studies regarding this topic within the academy.

Gasman, Marybeth, and Edward Epstein, "Doorways to the Academy: Visual Self-Expression among Faculty Members in Academic Departments," *International Journal of Education and the Arts*, 4:8 (2003). Available at http://repository.upenn.edu/cgi/viewcontent.cgi?article=1244&context=gse_pubs .

S.Y. Lee, J.L. Brand, "Effects of control over office workspace on perceptions of the work environment and work outcomes," *Journal of Environmental Psychology* 25 (2005), 323–333.

Jon L. Pierce , Michael P. O'Driscoll & Anne-Marie Coghlan, "Work environment structure and psychological ownership: The mediating effects of control," *The Journal of Social Psychology* 144:5 (2004), 507-534.

Meredith M. Wells, "Office clutter or meaningful personal displays: The role of office personalization in employee and organizational well-being," *Journal of Environmental Psychology* 20 (2000), 239-255.

Financial Implications: None.

Proposed Effective Date: NA

Request for Action: Approval by Faculty Senate/General Faculty

Approved by: *Faculty Senate on date*

General Faculty on date

Attachments Yes No X

FACULTY AGENDA ITEM NO 16-5

Date: January 22, 2016

Submitted by: Jennifer Ball, President, Faculty Senate, x1840

SUBJECT: DESIGNATED SMOKING AREAS ON CAMPUS

Description: College campuses around the country are addressing the issue of smoking and/or tobacco on campus. The Faculty Senate/General Faculty at Washburn supports a policy of designated smoking areas on our campus, thereby allowing those who choose to avoid these areas to do so, while allowing smokers the freedom to smoke on campus.

Rationale: The concerns of both nonsmokers and smokers should be addressed in any smoke and/or tobacco campus policy. Health concerns regarding secondhand smoke are valid, but the simplest and most fair way to address this concern is to designate smoking areas on campus. Such areas should be easy for nonsmokers to avoid, and easy for smokers to find. One suggestion was to designate an area near one, less-used entrance to every building on campus as a smoking area.

This method is simpler than a ban, in that it greatly cuts down on enforcement problems. It will also avoid unintended consequences such as smokers standing on the sidewalk on the borders of our campus, or being pushed into surrounding neighborhoods. Finally, our goal should not be to judge or punish smokers, but to allow people whose health is affected by secondhand smoke to avoid it. Designated smoking areas meets this goal without being punitive to smokers.

Financial Implications: Minimal (if signage is necessary, and for enforcement).

Proposed Effective Date: Fall 2016

Request for Action: Approval by Faculty Senate and then General Faculty

Approved by: Faculty Senate on date

General Faculty on date

Attachments Yes No