

Washburn University
Meeting of the Faculty Senate
September 28th, 2020
Zoom Meeting Hosted by FS Executive Committee

- I. Call to Order
- II. Approve minutes-
 - September 14th (pages 2-7)
- III. President's Opening Remarks
- IV. WUBOR Meeting Report
- V. VPAA Update - Dr. JuliAnn Mazachek
- VI. Consent Agenda
 - Faculty Senate Committee Reports-none
 - Approval of the Academic Affairs Committee meeting minutes from April 13th, 2020 (page 8)
 - University Committee Reports
 - Receipt of the Academic Diversity & Inclusion committee minutes from May 12th, 2020 (pages 9-10)
 - Receipt of Assessment Committee meeting minutes from September 9th, 2020 (page 11)
- VII. Old Business
 - 21-1 Temporary Academic Policy changes due to Extraordinary Circumstances of COVID19 for Fall 2020 and Spring 2021 Semesters (page 12-13)
- VIII. New Business
- IX. Information Items
- X. Discussion Items
 - Center for Student Success Transition Survey Report- Bearman
- XI. Announcements
- XII. Adjournment

Washburn University
Meeting of the Faculty Senate
September 14th, 2020
Zoom Meeting Hosted by FS Executive Committee

Present: Kohls, Morse, Stevens, Schmidt, Zwikstra, Smith (D), VanDalsem, Krug, Dodge, Smith (M), Grant, Wynn, Griggs, Sainato, Huff, Byrne, Kendall-Morwick, L Moore (L), Wang, Klales, Wagner, Thor, Douglass, Cook, Daniels, Mazachek, Noonan, Ricklefs, Romig

Absent: Brooks, Friesen, Miller, Watson, Woody

Guest(s): Burdick, Noonan, McNamee, Bearman, Fried, Fogel, Ball, Barraclough, Lee, Juma, Cornelius, Gerhardt-Whiddon, Foster, Grospitch, DeSota, Erby, Fogel, Stephenson, Lanning, Wagner, Holthaus, Carpenter, Ball, Liedtke

XIII. Call to Order 3:02pm

XIV. Approve minutes-

- August 31st Moved and seconded. Passed without discussion

XV. President's Opening Remarks

- Welcome Julie Noonan to senate- taking Brooks spot for the fall
- Watch early alters and report this to our constituency.
- Send updates to school deans or chairs. All help is appreciated in sharing information with departments
- Good work to everyone on engaging students
- Email notification to announce events working on that and will let us know when ready. Expected to be soon and expected to be fast in notification.

XVI. VPAA Update - Dr. JuliAnn Mazachek

- Enrollment down 6.9%
- Intellectual property task force will be announced tomorrow
- Academic calendar discussion for the spring will happen very soon.
- Conversations regarding graduation will begin having soon.
- Important work to continue.

XVII. Consent Agenda

- Faculty Senate Committee Reports-none
- University Committee Reports- None

XVIII. Old Business

XIX. New Business

XX. Information Items

- KBOR Meeting Report-different degrees passed, no major impact for Washburn. Faculty senate president to take on freedom of expression. Freedom of expression, more to come as it evolves. 10-15% cut to budgets anticipated in 2021 by legislation. Washburn has already figured this in.
- Enrollment numbers down but not as down as anticipated.
- Long term cuts likely needed
- For faculty to be positive partners in planning for cuts, we need transparency. Nothing happening on the budget right now.
- WUBOR meets this Thursday.
- Question regarding dip in high school graduates in the next 4 years. We are looking at long term reorganizing budget, but we don't know now and we may not know until next fall.

XXI. Discussion Items

- Title IX policy and procedure- Pam Foster
 - New procedures mandated in March 2020 and implemented in August 2020
 - Title IX report comes to Foster and then must follow-up before supportive measures can be provided. Does not have to have a formal complaint to go through the process. Formal complaint process, Foster does an investigation but not make a determination.
 - Informal process- begins after a formal complaint. Informal complaint can't involve an employee, only 2 students. Students must agree in writing. Process can be done differently sometimes using a mediator to work on finding a resolution. At anytime can go to formal process if that is what the student wants. Students are held to terms of the resolution. Entirely confidential.
 - No longer single investigator system, now must have a formal hearing with cross examination of witnesses. Advisor to conduct cross-examination so parties don't have to. Advisors don't have to be attorneys. Decision maker decide whether questions are relevant. Decision maker cannot be the Title IX coordinator. Title IX coordinator witness on investigation and what they found relevant. Decision makers makes written recommendations and decides on sanctions. Sanctions would be similar to those used previously.
 - Change to definition of sexual harassment regarding hostile environment. Quid pro quo stays the same. Hostile environment now has to be objectively offensive and severe and persuasive. Higher threshold of finding something to be sexual harassment.

- Referral for cases/complaints that don't fall under Title IX.
- Question regarding decrease in reporting due to changes in policy. Report few reports of employee involvement in sexual harassment.
- Don't have to go through a formal process to receive supportive measures.
- Reach out if questions, policy available on the webpage.
- Overdue evaluation of CAS dean- Corey Zwikstra
 - CAS dean has been evaluated twice in last 10 years. Done in 2016 and 2011. Last year, decided okay not to evaluate dean due to COVID. Other years where every 3 year evaluation were missed. Should this be done more often? Can we get a promise that the CAS dean evaluation will be done this fall? Mazachek says CAS dean will be evaluated this fall. Plan to do this in the spring 2020, but paused due to COVID. It is ready to go, and a few deans will be done each year. Will kick this off this fall. If people think it should be done more often, can discuss more in the future. Every year dean is evaluated by their bosses but larger evaluation only 3 years. Question asked why are the chairs and deans evaluated on different schedule? This evaluation process varies in different areas. Some faculty feel it is worth reaching out to faculty to see if they are interested in providing feedback on deans more frequently, may be helpful to deans to get this information more frequently. Will evaluate this and come back to discuss more.
- Report from center for student success- Bearman
 - Thank you for efforts to make virtual enrollment and for recruiting over the summer.
 - Week 3 transition survey finished last week- looking at data now.
 - Wednesday this week we will request our first academic report.
 - By the end of next week, will know where we are with students right now.
 - Questions regarding attendance and engagement, will know more at the end of next week.
 - Student technology needs coming through feel all needs have been met.
 - Washburn.edu/tutoring- tutoring company providing students 24 hour access to tutoring. Will look at academic progress reports and identify students that may benefit from tutoring
 - Request to faculty to please get academic progress reports done in a timely manner.
 - Math tutoring is separate from Washburn tutoring service.
 - Student tutors last year, offered a job in the library but not as a tutor.
 - Tutoring focused on gateway courses. Other depend on individual cases.
 - Less student workers in the library due to change in hours and distancing.

- Question on any surprises in student needs. Not far enough into survey to answer this. Concerns about our students working more than usual. In general students working more hours and that is concerning.
- Questions regarding respondus and chromebook. Chromebook does not allow student full access to platform, so students were encouraged to get a laptop.
- Comments about students are attending class via zoom at work because zoom was available.
- Question regarding greatest worries. Technology still a problem, 320 students did not have the right laptop. Worked very hard to meet these students' needs. Worried still more that have technology issues and not reporting this. Also concern about students working too much. Worry about habit with students not being in school for 7 month and have developed bad habits. Likely coming back in October and asking what students are in need.
- Overall engagement is an issue. Easier for students to disengage. Question regarding points and ways to engage students. Barraclough to send out points.
- Concerns about few students in the class and large numbers online. Hard to engage with few in the classroom and large number on line. Possibly use some kind of discussion board to encourage students to come to class. Also, faculty need to get better at zoom to be able to engage students. Polls work well. Lot more talking with each other on these issues.
- Continuation of Spring 2020 Policy Changes
 - Began the conversation last meeting regarding policy changes from the spring 2020.
 - What are our thoughts regarding these policies? Do we want to continue to look at these as we have more data?
 - Desire to help students, with withdrawal farther out.
 - Concerns with giving the students too much flexibility and not have enough structure.
 - Faculty don't like students being able to change to pass/fail once grades are posted.
 - Concerns about pressure on faculty to give students grades or water down curriculum if we go back to stricter grades.
 - Concern regarding different areas having different requirements or accepting different grades. Would like more consistency.
 - Some areas wanting change to length allowed for incompletes and number of classes that went to pass/fail. Concerns students being set up for failure with pass/fail if not getting what they need for future courses.
 - Clinical/skills courses, long time for completing incompletes is challenging.

- Concerns with overload of work due to incompletes along with new courses. Not wanting to set students up for failure.
- Help in the short term can cause harm in the long term.
- Satisfactory academic progress and maintaining at 2.0 can lose financial aide. Pass/fail does not help with academic progress or improve GPA.
- Concerns about adjuncts not understanding incomplete process.
- Different exceptions for pass fail, making things challenging for advisors.
- Withdrawal date not pass when grades are rolled Over 700 did that in the spring, which slowed transcripts and was a huge undertaking
- Question regarding when is a good time to allow withdrawals. Recommend pushing back to the Friday before finals.
- Thank you to the registrars office for all the work with students in the spring.
- Question regarding issues with incompletes changing to withdrawal. Fall 2019 incompletes at the end of this semester will change to W. Temporary policy- question regarding whether to extend.
- Question regarding center for student success recommendations on policies. Agree the withdrawal date should go back to before finals week. Should we go back to 75% of course work done to be able to get an incomplete, question raised?
- Policy should go to academic affairs and the next meeting is next week. Mazachek encouraged to make decision quickly regarding the policy so students can make decisions. If at all possible if it can be done at the next senate meeting, that would be great.
- Question regarding probation provision- Bearman would like to keep the probation provision. Still working with students if not on probation.
- A pass/fail- different programs have different requirements. Encourage AAC to look at different areas and their requirements.
- Look at temporary policies for this year and then look at more long term policies.
- Contact Kerry Wynn directly with concerns and other issues before AAC meeting next week, as she is the chair.

XXII. Announcements

- Willmont week this week. Great stuff starts tonight, all over social media.
- Invisible graves- speaker this Wednesday.
- Send information to Kim for next weeks email to all faculty.
- Theatre opens a show: She Kills Monster- streaming and limited in-person seating
- Family night at zoo September 26th 5:30-8pm

XXIII. Adjournment – adjournment 4:45pm

Academic Affairs Committee
Washburn University
4/13/2020
Minutes

Present: Morse, Dodge, Ricklefs, Juma, Jones, Stevens, Beatie, J. Ball, Vandalsem
Staff: A. Ball

1. Morse called to order at 4:00 pm
2. Meeting minutes: Minutes from the 3/23/2020 were approved.
3. Action items:
Faculty Senate Summer 2020 Transition: the committee considered the transition plan for Faculty Senate through the summer to provide continuity through COVID-19 and preparations for Fall 2020.

Moved to approve and seconded. Motion carried.
4. Adjourn: Meeting adjourned at 4:12 pm.

Academic Diversity & Inclusion Committee
Agenda
May 12, 2020 1 PM via Zoom

Erby, Barraclough, Berumen, Brown, Burdick, Desota, Dempsey-Swopes, Ellis, Emperly, Etzel, Gibbons, Gonzalez, Grant, Grospitch, Hart, Liedtke (guest), Kendall-Morwick, McClendon, Miller, Morse, Petersen, Sadikot, Scofield, Sundal, Thimesch, Walter, Williams, Wynn

I. Approval of minutes from April 14 meeting (attachment pp. 2–5)
Minutes approved.

II. Reports from Student Organization Meetings
No reports at this time.

III. Old Business

i. WUmester student work to be highlighted on WU social media accounts.
Send content to Erby

ii. Discussion ideas from last meeting shared with members of Executive staff

iii. Update on Washburn Intersectional Learning Space

Dempsey-Swopes shared final floor plan for space and staffing proposal for space. There will be a lounge area that will include a wall with large monitor and student art. The space will also include modular chairs that can be moved around to cultivate student collaboration. The conference room area will include furniture that can be used as a conference table or individual work stations. With the exception of the conference room, which is just for student organization leaders, the space will be open to everyone on campus to use. A microwave and lockers for the storage needs of student organizations will also be included. The staffing and budget proposal includes 6 student coordinators. Dr. Kimberly Crenshaw may be invited to campus to give several train-the-trainer workshops on intersectional learning in Spring 2021.

The opening of the space is tentatively planned for August 2020.

IV. Information Items

a. CARES Act Emergency Financial Resources (Richard Liedtke)

Guest: Richard Liedtke shared information about emergency relief funds available to students

because of COVID19. This includes CARES Act funds, but in addition, Washburn has available a pool of funds so that all students are eligible to apply for assistance including those who are not eligible under CARES (i.e. DACA and international students). A team from Tech and Washburn developed application procedures. They

can be found on the WU COVID webpage, or through the Financial Aid webpage. Disbursement of funds is liberal. Assistance is available for food, childcare, housing technology, etc.

Committee members encouraged greater outreach about funds through D2L, social media, BodTalk, and faculty members.

b. Pedagogy for the Pandemic Workplace Group

<https://washburn.workplace.com/groups/560421661345891/>

A place to share ideas and resources about inclusive, trauma-informed online teaching during the time of the pandemic. This is an open group, please encourage others to join.

c. Videos Explaining Temporary Academic Policy Changes—4 videos, viewed over 200 times.

https://www.youtube.com/playlist?list=PLMHyniUz3I6Agfc8fUWLvhzzQfXHUg8Di&fbclid=IwAR1Ms8XWuHvvst9pHV0uejWnnTokdZYnmrDMJ4bpDcIR_G4Q8RzPEu6vLNk

V. Announcements

** Meetings in the fall will continue to be the second Tuesday of every month at 1PM via Zoom.

Assessment Committee Meeting
September 9, 2020, 2:00-3:00 via Zoom

In attendance: Jericho Hockett (chair), Christa Smith, Gloria Dye, Melanie Burdick, Emily Grant, Amy Memmer, Benjamin Reed, Linzi Gibson, Bobby Tso, Erin Grant, Jaron Caffrey (WSGA), Cat Jaynes(administrative support)

Welcome

Committee members were introduced and new members welcomed.

USLO Report

Christa shared findings from AY 2020 USLO Report. COVID impacted data. Communication and ILT (Information Literacy and Technology) USLOs need enhanced.

Status of Program Assessment

COVID impacted collection of general education course data and program assessment. 70-75% of programs have submitted their standing requirements so far. The standing requirements are PSLOs, mission statements, and curriculum maps. 42% have submitted Assessment Plans and 32% have submitted Assessment Findings.

Committee Tasks

Committee members should continue reviewing program assessment materials. The annual reports are compiled and sent in October. Jericho asks that when committee members are reviewing programs to make note of any programs that are doing well that could be awarded the Assessment Achiever or Rising Star award.

Extravaganza Alternative Programming

The committee will host several CTETL workshops over assessment topics instead of holding the afternoon extravaganza. Topic suggestions:

- Reporting in Taskstream
- Involving stakeholders in program assessment

Training

Committee members suggested holding a refresher training on using Taskstream and additional training on the process of assessing programs. Committee members suggested offering training on the process of assessing programs.

WSGA Involvement

The committee will work with WSGA representation to determine best practices for student involvement on the committee.

University-wide assessments

There will not be any student involved testing this semester. The HERI faculty survey will be sent out this semester to faculty. The NSSE Student Engagement is supposed be completed in the spring by students.

Date: 9/21/2020

Submitted by: Academic Affairs Committee—Kerry Wynn, chair

SUBJECT: Temporary Academic Policy changes due to Extraordinary Circumstances of COVID19 in Fall 2020 and Spring 2021 Semesters

Description: The following temporary academic policies will be in force during the times stated in each point below. Alternate temporary practices to adopt for students enrolled in Fall 2020 and Spring 2021, in light of COVID- 19 pandemic operational changes. Law students should check the Law School website and consult the Associate Dean for Academic Affairs for the academic rules governing the Law School.

Relating to Withdrawals section of Undergraduate and Graduate Catalogs

- For Fall 2020 and Spring 2021 courses, students may withdraw from a class (or classes) from the third week of classes until the Friday before finals week

Relating to the A/Credit/Pass/Fail Option section of the Undergraduate Catalog and Section 6.V.D.4 (A/Credit/Pass/Fail Options) of the Faculty Handbook

- For Fall 2020 and Spring 2021, there are no restrictions on completed semester credit hours or GPA for electing A/Credit/Pass/Fail status
- For Fall 2020 and Spring 2021, a student may elect A/Credit/Pass/Fail status until the Friday before finals week

Relating to the Undergraduate Academic Probation and Reinstatement Policy section of Undergraduate Catalog

- Students enrolled in Fall 2020 and Spring 2021 will not be placed on academic probation status or suspended based on their performance during those semesters

Relating to Section 6.V.E. (Examinations) of the Faculty Handbook

- For Fall 2020 and Spring 2021, Final Examinations may be scheduled asynchronously at the discretion of the instructor so long as students have the opportunity to complete the final exam during the time on the posted Final Exam Schedule for Fall 2020 and Spring 2021.

Rationale: These academic policies are in place due to the extraordinary circumstances caused by the COVID-19 pandemic.

Financial Implications: none directly

Proposed Effective Date: Immediate upon passage of the Faculty

Senate Request for Action: Approval by FS

Approved by: AAC 9/21/20