

Washburn University
Meeting of the Faculty Senate
February 7th, 2022 at 3pm
Zoom Meeting Hosted by FS Executive Committee

- I. Call to Order
- II. Approve minutes-
 - November 29, 2021 (pages 2-7).
- III. President's Opening Remarks
- IV. WUBOR/KBOR Update- Kim Morse, Tonya Ricklefs
 - KBOR Updates –
 - General Education – Jennifer Ball
 - WUBOR?
- V. VPAA Update - Dr. JuliAnn Mazachek
- VI. Consent Agenda
 - Faculty Senate Committee Reports-
 - None
 - University Committee Reports-
 - None
- VII. Old Business
 - 22-5 Math Requirement Revision (pgs 8-9)
- VIII. New Business-
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- IX. Information Items-
 - IT protections for students against phishing and other cybercrimes - John Haverty, Homer Manila, and Chris Enos
- X. Discussion Items-
 - Proposed new policy in the WUPRPM on media communications – Marc Fried and Cynthia Holthaus (pgs 10-11)
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- XI. Announcements
- XII. Adjournment

Washburn University
Meeting of the Faculty Senate
November 29th, 2021 at 3pm
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Present: Byrne, Daniels, Ewert, Florea, Friesen, K Huff, Juma, Kay, Kendall-Morwick, Kimberly, Klales, Kohls, Lockwood, Moore, Morse, Noonan, Ricklefs, Rivera, Sainato, Schmidt C, Schmidt S, Smith D, Smith M, Thor, Toerber-Clark J, Wagner, Wasserstein, Woody, Wynn, Zwikstra

Absent:, Ginzburg, Griggs, Lolley, Wang

Guest(s): DeSota J, Luoma S, Wisneski M, Grospitch E, Ball J, Stephenson L, Cook S, McNamee B, Holthaus C, Camarda K, Luke A, Erby K, Barker R, Carpenter J, Bearman A, VanDalsem S, Maxwell A, Bluml J, Gonzalez-Abellas M, Jones C

- I. Call to Order at 3:05 pm
- II. Approve minutes-
 - October 25, 2021 (pages 2-5).
 - Motion made by P Lockwood, seconded by K Wynn. Motion passes.
- III. President's Opening Remarks
 - Last meeting of the semester.
 - Lots of work that we have done and we continue to have more work to do. Thank you very much!!
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- IV. WUBOR/KBOR Update- Kim Morse
 - 3 new regents have set a new tone for KBOR
 - Want targeted pitches to lobby for more money from the legislature, but hard for the different institutions to have a cohesive pitch since the institutions are so varied
 - Some Schools want the Gen Ed Package
 - Everyone is struggling in similar ways: COVID stress, balance of teaching/service/research, low enrollment. We are better off since we passed the resolution to not have to teach the mixed modalities/hybrid courses.
 - Transfer and Articulation Council – 6 new courses to be part of the TAAC agreement: Microbiology and lab, Educating Exceptional Learners, Prevention and Care of Athletic Injuries, KS State and Local Government, Cultural Diversity and Ethnicity, and Business Law
 - Jennifer Ball, our TAAC rep, challenged Business Law being added, but did not have any results from this. (J Ball -correction: It was not put forward, but will expect TAAC will ask why.)
 - Once courses are approved, they are part of the transfer system.

- There are over 100 courses in this agreement now, and once they are in then they are acceptable across the system. They are now looking for upper division courses since they are done with “easy” lower Gen Ed courses. Can’t stop the process, but we can control our own programs and departments. Pay close attention to courses that have transfer patterns that come into us routinely (200 level at CC and 300 level here, could come in – not with upper division level credit, but for the course.) Can stipulate that these are Jr/Sr level courses. If they are clearly defined this way, it may prevent it from going into the TAAC agreements. We need to review this to protect our programs/courses.
 - If you describe the course in the catalog/syllabus as upper division but let sophomores in, then this won’t work. (ie the rule needs to be enforced evenly.) Prereqs don’t matter. We need to start working on this in January.
 - WUBOR – Quick and to the point per T Ricklefs
- V. VPAA Update - Dr. JuliAnn Mazachek
- Jennifer Ball speaking on her behalf (JM not on the call)– Thanks for your service on FS and best wishes for the end of the semester.
- VI. Consent Agenda
- Faculty Senate Committee Reports- (6-7)
 - Faculty Constitution Task Force Minutes May 14, 2021
 - FAC Minutes October 18, 2021
 - University Committee Reports- (8-12)
 - ADIC Statement of Support
 - ADIC Meeting Minutes November 9, 2021
 - ADIC Meeting Minutes November 16, 2021
 - Motion made to accept consent agenda by K Kendall-Morwick and P Lockwood seconded (after typo was corrected), motion passed.
- VII. Old Business- (13-14)
- 22-2 Equity Service Working Group Formation Resolution (from FAC) – Kara Kendall-Morwick
 - Came from Executive committee, we revised and approved. The goal is to form a committee to see if service is distributed equitably. To clarify – there is no official relationship between CAS Faculty Success Groups and the Senate initiative. The data from CAS will not be passed on, but broader observations may be used to inform the work of the committee. Transparency is important in the process. There will be continued conversations between multiple groups (administration, FS, FAC, Equity group). This was brought about because of the changes in COVID that highlighted the inequities, and bring the issue to the table.
 - Kim Morse – the committee is a mix of Senate and non-Senate members.
 - Corey Zwikstra – how do you factor in that much of service is voluntary? That is part of what needs to be talked about (many issues can’t be dealt with until we have the data.)
 - Motion to approve by K Thor and K Wynn seconds. Motion passes

- This committee will work for 2 years, report back regularly and be open to conversations.

VIII. New Business- (15-33)

- Faculty Senate Constitution Revisions – Shaun Schmidt
- Really a discussion at this time – no movements or motions today – just trying to get information to inform the group BUT Shaun would like to open it for a first reading. T Ricklefs moves and K Kendall-Morwick seconds to open this for a first reading – motion passes (but didn't need to vote – just motion to open)
- S Schmidt: This has been an excellent committee to work with. Group decided that the constitution needs major changes/reorganizations rather than just minor adjustments after reading through it (to correct what is being done in common practice vs what is written down.)
 - Added a preamble
 - 1B – pg 18 of agenda – revised what the duties of the Senate are. What are we doing/why are we here? C Zwickstra concerned about some streamlining – did we actually remove duties/responsibilities? J Ball – this is just generalizing so that it simplifies the list (so that every single thing doesn't need to be listed). C Schmidt – are there any new duties being added or just rephrasing/clarifying? L Moore and K Wynn, some small additions, but can compare pages.
 - P Byrne – not sure if we have the ability to make budget decisions. S Schmidt – yes, Faculty have no control over budget (or policy), but we can share our opinion. C Zwickstra – so is streamlining going to help or hurt us (ie cancelling the German program is both curricular and budget). Opinions don't have any power, so expressing opinions won't help. C Schmidt – Why do we want to spend a lot of time on something that we can't control? K Wynn – had almost this same discussion within the committee. How are things operating at the moment vs how should they really operate? P Byrne – do we want to leave some things in there to make sure that there is an awareness of the ties between budget/curriculum, etc. If we take out things that may make it seem we don't have any power, and then we might lose the chance to state our opinion. K Thor – Agree with P Byrne. Shared Governance means there should still be discussions, even if the Administration overrules us. Also – lots of positions that we (Senate) advises, not just the President.
 - 3 D1 – Actual written duties of the Senate – This is what we are allowed to do, and can be changed by the general faculty. What is point of Senate if everything we do has to go onto General Faculty? Intent is to make Faculty Senate the final say for many things. (ie Anything can go onto Gen Fac, but only changes in University Graduation Requirements and creation of New Academic Departments would HAVE to go onto Gen Fac.)

- K Morse, can we make this really clear (add a D5 to make it very clear that Fac Senate is the final say.) S Schmidt – I think this is covered in IA, but K Morse thinks that it's not as clear as it could be.
- D4 – What does any action may be “challenged” mean? How would this work – P Byrne would like to see this more clearly laid out. Second part – What is the logic of having students be able to challenge? S Schmidt – Great question, and don't have an answer for you. I think it's for the unforeseen “unfair” thing faculty may do? (Chat – students could convince 20 faculty to challenge an action.)
- C. Schmidt, what was the driving force for such a big revision? S Schmidt, - it needs to be cleaned up so that when new officers come in, it is clear what each person needs to do (vs word of mouth).
- II and III Elections/who can serve. Can librarians be elected to an “At Large” position? If Librarians are considered full time faculty, then yes. (Seems to be consensus that they are faculty.)
- IIID – Classes of Senators – (even year/odd year elections) vs having the first elected group serve 1 or 2 years. Makes it clear exactly what the terms are. (Numbers in different years of elections got out of whack when numbers in divisions changed, which caused more people to be elected in some years than others.)
- IV B Defines reassigned time for President, and Secretary (currently at ¼ for President and 1/8th for the secretary). Word “ordinarily” means there is room for negotiation. Are there other options to compensate people – what happens if people can't take reassigned time due to departmental needs, can they bank time, etc. Do we want to list other options here? Like the idea of “banking” and “negotiation” in the written part. Can we just have a course release, rather than % release. P Bryne, how would someone drop out of “full time” status by getting a reduction. (Has to do with administrative duties rather than teaching duties.) This is a bit tricky depending on how people are classified – don't have clear answers for all the questions here.
- IV C – Duties of officers – What the officers have to constitutionally do.
- V C Establishes a Quorum – ½ of the elected representatives.
- J – Standing Rules - Constitution can't cover all potential things that may come up (like are we using Robert's Rules, when committees meet). Standing rules can be changed by majority vote and are easier to adjust than making a change to the FS Constitution. These will also cover the training/expectations of Senators, etc. R Barker – need to have standing rules that can be suspended/adjusted (Can't suspend the Constitution.)
- K Morse – It will take some time to get the Standing Rules, etc, but it will be worthwhile. This will provide more structure. (Reason we are spending time rewriting everything.)

- VI D2 – Electoral committee now has a composition (vs who is left over).
- S Schmidt moves to close first reading, K Thor seconds. Motion passes
- Should come back at Jan 31st Meeting.

IX. Information Items- None

X. Discussion Items-

- Open Educational Resources / Zero Textbook Costs - Jennifer Ball/Alan Bearman
 - Higher Education Act requires cost of materials be made known to students. Other institutions are advertising which courses are open educational resources or zero text book cost. Now we have a better plan to inform our students.
 - Don't want to worry about "low cost" since there are limitations to our Elucian System.
 - Goal is to increase information received by the bookstore so that Fall of 22 schedule will show if a course is zero textbook cost. People will need to let us know if it OER (open educational resources) or Zero Cost. This will bring us into compliance with Federal Law and get us ahead of State of Kansas Legislature
 - Will have active communication campaign in the spring to let people know what is coming.
 - Are the costs limited to just textbooks or does it include supplies, access fees, etc.... (ie would Art supplies be counted as "textbook" fees?) At this point it is just textbooks.
 - Need to define "low cost" before we can advertise this.
 - T. Wagner How much work are we expecting faculty to do in terms of creating their own content? A. Bearman -There is no push to get rid of textbooks and have faculty create their own content (at WU, but legislature may do this). Can contact Amanda Luke to get help with OER resources, so Faculty don't have to just come up with things on their own.
 - K. Thor – if you go OER, can you shift back if something better comes along?
 - M Gonzalez-Abellas – a colleague didn't have to teach anything his first year so that he could create his own book. That took 3 people a whole year to do this, so it would be very difficult to ask Faculty to come up with material AND teach. A. Bearman – there are any paths to using OER, so we are trying to find something that works here at WU.
 - K Morse – Legislators don't know what we do, so they may not know what they are asking. A. Bearman – OER is more equitable, so it allows more students to succeed. C. Jones – Can't use a copywritten article more than once, which makes it hard to build a course. A. Bearman – if it's part of J Stor then you are OK to do this,

since WU has purchased J Stor. We will help you with copywrite issues.

XI. Announcements - none

XII. Adjournment

- S Schmidt moves we adjourn and M Ewert seconds. Meeting adjourned at 4:35 pm.

FACULTY GOVERNANCE AGENDA ITEM 22-5

Date: 1/24/2022

Submitted by: Jennifer Ball, Associate VP for Academic Affairs (x 1840)

SUBJECT: Proposal to change university mathematics general education requirement

Description: With the help and support of the Department of Mathematics and Statistics, the following changes are proposed to the “General Education Core Requirements” (as stated in the 2021-22 Undergraduate Catalog):

Proposed Statement: *The following course-specific core Student Learning Outcome courses are required of all undergraduate degree-seeking students (C or better): MA 112 Contemporary College Mathematics (QSR) ~~or MA 116 College Algebra (QSR)~~. This requirement will be satisfied if the student demonstrates appropriate competency as determined by the Mathematics and Statistics Department. (Additional ways to satisfy the mathematics requirement: completion, with a C or better, of any Washburn mathematics course or its equivalent numbered higher than ~~MA 116 College Algebra~~ MA 112 Contemporary College Mathematics, or an ACT score in mathematics of at least 28, or an SAT score in mathematics of at least ~~640~~ 660). MA 112 Contemporary College Mathematics does not meet the mathematics requirement for all programs.*

Rationale: By changing the current requirement of “MA 112 or MA 116” to MA 112, it is hoped that students will be encouraged to take MA 112 when it will satisfy their degree requirements. Students passing MA 116 as their first college math class will have met the university mathematics requirement and will also meet three hours of the mathematics/natural science general education distribution requirement. This simplifies and clarifies the requirement and will make consistent the application of MA 116 to general education distribution requirements. This will not change the mathematics requirement of any program. The SAT adjustment is due to the scoring changes implemented by SAT in 2016.

The members of the Department of Mathematics and Statistics has provided this additional rationale regarding their belief that this change will help students reach their graduation goal.

MA 112 contains more every-day math and general quantitative reasoning while MA 116 focuses on skills students need to succeed in higher level math and/or science courses. The Kansas Core Outcomes Group has a very detailed and specific list of items that must be covered in MA 116. The KCOG list for MA 112 is more general and allows for flexibility with topics.

Over the past two years (FA19-SP21), 73.5% of students in MA 112 finished the course with a C or better. Over this same time period, 55.7% of students in MA 116 finished the course with a C or better. Despite efforts by advisors and the Math Department, the University still has students enroll in MA 116 when their degree requirements only require MA 112. This change will hopefully encourage more students to enroll in MA 112 instead of MA 116.

Financial Implications: None

Proposed Effective Date: Fall 2022

Request for Action: Approval by AAC, FS, Gen Fac

Approved by: AAC on 1-31-2022

FS on

Gen Fac on

Attachments Yes No

15. News Media Communications

15.1. Purpose. To set forth policies for communications with the news media.

15.2. Responsible Department. The Washburn Public Relations department is the primary and official liaison to the news media. The department is responsible for coordinating official university comment on all matters regarding the institution; for disseminating and proposing news stories; responding to media inquiries; arranging interviews; and handling requests for distribution on behalf of all Washburn locations and programs.

15.3. Official Spokesperson. The President is the official spokesperson for the University. The President may delegate such authority to the Public Relations Director or others as appropriate to make statements on behalf of the University.

15.4. Establishment of Regulations. The Administration shall establish regulations and procedures related to communication with news media.

Regulations

16. News Media Communications.

16.1. Purpose. To set forth regulations and communications to the news media. The University needs to be able to communicate accurately, effectively, and consistently.

The Washburn Public Relations department is the primary and official liaison to the news media. It is responsible for initiating, developing and maintaining effective, productive and beneficial relations with the news media in communicating university news. This includes both proactive interaction and responses to requests for statements.

16.2. Definitions.

16.2.1. “News Media” means mass media outlets, including but not limited to, broadcasting, publishing, and social media networks.

16.3. Responsible department. The Washburn Public Relations department (PR Department) is the primary and official liaison to the news media. It is responsible for initiating, developing and maintaining effective, productive and beneficial relations with the news media in communicating university news. This includes both proactive interaction and responses to requests for statements.

16.3.1. Individual units may draft press releases or responses to requests, then submit to the PR Department for review and distribution. Individual units should not distribute communications to the media.

16.4. Requests for Official University Position or Response. The President is the official University spokesperson. The President may delegate such authority to the Public Relations Director or other appropriate individual to make statements on behalf of the University.

16.4.1. All inquiries seeking an official University response or a statement on behalf of the University must be directed to the PR Department. This includes official University responses on social media. The social media responsible account holder should consult with the PR Department as appropriate.

16.4.1.1. All inquiries seeking an official response or statement specific to Washburn Athletics should be directed to the Sports Information Director. The Sports Information Director will evaluate the request and either make a public comment or contact the PR Department.

16.4.2. Only employees authorized by the President or PR Department may speak to the media as a representative of the University. Any communication must comply with federal, state, and local laws and University policies regarding the release of information (e.g., FERPA, HIPAA) and confidentiality.

16.5. Requests for Subject Matter Experts. Offices or individuals who are contacted for scholarly or professional expertise should notify the PR Department. The PR Department will consult with faculty or staff about effective media communication and facilitate interviews or comments. Inquiries outside of an employee's expertise or seeking official University comment must be directed to the PR Department.

16.6. Washburn Review. Faculty and staff may speak with student reporters from the Washburn Review if requested for scholarly or professional expertise. If student reporters are seeking an official University response or statement on behalf of the University, faculty and staff should direct the student reporter to the PR Department.

16.7. Matters of Public Concern. Faculty and staff are permitted to speak or act as private citizens on matters of public concern. When speaking or writing as a citizen, an employee should endeavor to be accurate, should exercise appropriate restraint, should show respect for the opinions of others, and should avoid creating an impression that he/she is speaking on behalf of the institution unless so designated.