

Washburn University  
Meeting of the Faculty Senate  
December 2, 2024 at 3pm  
Meeting in Forum Room Hosted by FS Executive Committee

- I. Call to Order
- II. Approve minutes-
  - November 18, 2024 (page 2)
- III. President's Opening Remarks
- IV. WUBOR/KBOR Update- Tonya Ricklefs
  - KBOR
  - WUBOR
- V. VPAA Update - Dr. John Fritch
- VI. Consent Agenda –
  - Faculty Senate Committee Reports-
  - University Committee Reports-
    - General Education Committee Minutes (10-1-2024) (pages 3-5)
- VII. Old Business
  - 25-5 BEd in Middle Grades STEM (Steffen) (pages 6-8)
  - 25-6 BCJ Forensic Investigation Sciences Emphasis (Memmer) (pages 9-11)
- VIII. New Business-
- IX. Information Items-
- X. Discussion Items-
  - Alan Bearman – Plass Renovations
  - ADIC Committee Status (Wagner) – Teresa Leslie-Canty email
  - Input on Draft Board Policy (pages 12-18) (Holthaus/Mazachek)
- XI. Announcements
- XII. Adjournment

Washburn University  
Meeting of the Faculty Senate  
November 18, 2024 at 3pm  
Meeting in Convocation Room Hosted by FS Executive Committee

**Present:** Dahl, Davies, DeSota, Francis, Fritch, Gonzalez-Abellas, Hansen, Harnowo, Hartman, Heusi, Holt, Hu, Kay, Kendall-Morwick, Lambing, Lolley, Maxwell, Ricklefs, Schmidt, Schnoebelen, Scofield, Smith, Steffen, Toerber-Clark, Wagner, Williams

**Absent:** Cook, Dickinson, Miller, Mosier, Perret, Sneed, Stevens

**Guests:** Worsley

- I. Call to Order – Call to Order at 3:03 pm
- II. Approve minutes- Moved by Kay, seconded by Schmidt. Kelly McClendon asked about some clarifications for International Education discussion. Wagner says they will be added after conferring with the individuals who spoke at that time. Motion passed (includes adding the clarifications).
  - November 4, 2024 (pages 2-10)
- III. President's Opening Remarks -Given at the end of meeting after consent agenda
  - Having the speaker today came about as a conversation between myself and President Mazachek. I greatly appreciate her inviting Mark Heckler. This gives us the chance to have a shared starting point since this is the same speaker who worked with WUBOR.
- IV. WUBOR/KBOR Update- Tonya Ricklefs (None)
- V. VPAA Update - Dr. John Fritch (None)
- VI. Consent Agenda – Moved by Kay, seconded by Lolley. Motion passes.
  - Faculty Senate Committee Reports-
    - AAC Minutes 10-7-2024 (pgs 11-12)
  - University Committee Reports-
- VII. Adjournment – Adjourned at 3:09 pm. Moved by Steffens, seconded by Schmidt . Motion passes.

*\*Please note this is a truncated agenda so that we have adequate time to hear the Presentation of Mark Heckler about Shared Governance.*

**General Education Committee Meeting Minutes**  
**Tuesday, October 1, 2024 at 1:00pm**  
**In-person, Memorial Union – Mosiman Room**

Attendees: Beth O'Neill (ex-officio), Joey DeSota, Justin Moss, Susan Bjerke, Linzi Gibson, Amy Memmer, Tom Hickman, Belinda Eckert

The meeting was called to order by the committee at 1:00 pm.

- I. Approval of Minutes
  - a. Minutes from the meeting held on April 25, 2024, were presented. A motion for approval was made by Susan Bjerke and seconded by Linzi Gibson. Motion passed unanimously.
- II. Petition Requests
  - a. [REDACTED]
    - i. [REDACTED] requested a course he completed and passed elsewhere titled Historical Process of [REDACTED] count for the social sciences distribution and critical thinking USLO. Discussion occurred. A motion for approval was made by Susan Bjerke and seconded by Amy Memmer. Motion passed unanimously.
  - b. [REDACTED]
    - i. [REDACTED] requested credit for a Biology course she completed and passed at [REDACTED] in [REDACTED]. Susan Bjerke noted that with the information provided, the course is similar to the BI 106 course that Washburn currently offers. It was noted that if it was approved, it would count as a general education credit for the student. Discussion occurred. A motion for approval was made by Susan Bjerke and seconded by Linzi Gibson. Motion passed unanimously.
  - c. [REDACTED]
    - i. Beth O'Neill that this proposal was not ready for consideration and was put on hold.
- III. Course Requests
  - a. PY 210, PY 211, PY 212, PY 231
    - i. Committee agreed to package the four courses together for consideration. Discussion occurred regarding the revised SLO proposals for each course. A motion for approval for all four courses was made by Susan Bjerke and seconded by Belinda Eckert. Motion passed unanimously.
  - b. PY 209
    - i. The committee reviewed the PY 209 Psychological Development through the Life-Span course proposal to designate it as a general education course for both the social sciences and inclusion & belonging distribution areas starting Spring 2025.
    - ii. Linzi Gibson noted that this course has not been offered in some time and the department would like to reactivate the course. It was stated that the learning objectives provided meet the criteria for this designation. Discussion occurred. A motion for approval was made by Linzi Gibson and seconded by Susan Bjerke. Motion passed unanimously.

- c. PY 311
  - i. The committee reviewed the PY 311 Multicultural Psychology course proposal to designate it as a general education course for both the social sciences and inclusion & belonging distribution areas starting Spring 2025.
  - ii. There was discussion regarding the lack of a prerequisite. It was noted that the topics were complex in nature. Discussion occurred around the criteria a course must meet for a social science and inclusion and belonging designation. It was discussed that there was value for having upper division courses designated as general education especially for transfer students. Committee was concerned that there were no points associated under the columns in the rubric. Discussion occurred. A motion for approval along with a suggestion to add numbers to the rubric was made by Suan Bjerke and seconded by Joey DeSota. Motion passed unanimously.
- d. MA 123
  - i. The committee reviewed the revised SLOs for MA 123 Pre-Calculus. It was noted that there were no changes to the distributions. Discussion occurred. A motion for approval was made by Susan Bjerke and seconded by Amy Memmer. Motion passed unanimously.
- e. SP 240
  - i. The committee reviewed the proposal to include SP 240 Spanish for Heritage Speakers as a general education course under the inclusion and belonging distribution.
  - ii. There was discussion regarding the course having a prerequisite (heritage speaker, consult with instructor). It was noted that if there are restrictions to enrollment does it truly meet the criteria of inclusion. The committee reviewed the criteria for the inclusion and belonging designation. Discussion occurred also around setting precedent for courses similar to this in the future. Discussion of this course continued and the committee determined that more information was needed before a decision could be made. They wanted to know how the prerequisite is enforced and the criteria used by instructor, as well as more context surrounding possible avenues for students who don't meet the qualification to take a similar course and obtain general education credit. A motion was made to take the committee questions to the Modern Languages department chair to collect more information and discuss in the next meeting by Belinda Eckert and seconded by Justin Moss. Motion passed unanimously.

#### IV. Discussion Topics

- a. Upper division general education requirements
  - i. The committee discussed the topic and noted that there should be time set at the upcoming meetings to discuss if there should be formal requirements regarding upper division general education requirements.
- b. Five-year reviews
  - i. The committee was notified that the next meeting in November will include courses that are due for five year review. Due to the number of courses, the courses and committee members will be broken into smaller groups to review beforehand. Recommendations from these groups will then be brought to the meeting to discuss.

- V. Adjourn
  - a. There being no further business to discuss, the committee unanimously agreed to adjourn. The meeting ending at 2:05 pm. Minutes taken by Holly Broxterman.

# Program Change Request

Date Submitted: 09/09/24 2:21 pm

Viewing: **ED-MG-STEM : BEd ~~Bed~~ in Middle Grades STEM Ed**

Last approved: 06/11/24 12:32 pm

Last edit: 11/12/24 8:27 am

Changes proposed by: Cherry Steffen (cherry.steffen)

Catalog Pages Using  
this Program

Middle Grades STEM, BEd

## Proposal Information

Effective Catalog Edition	2025-2026	All proposals with the 2025-2026 catalog edition date will be effective Fall 2025.
Subject	<u>Edits to Middle Grades STEM, BEd</u>	
Change Type	Significant	
Description of Proposal	A physical science elective was added to the program during changes last year. PS 108 should have been removed during this change.  Additionally, CH 317 was removed and was replaced with CH 121. CH 317 will not be offered.	
Reason(s) for Proposal	<u>Other</u>	
Describe in detail the reasons for the proposal	<u>A physical science elective was added to the program during changes last year. PS 108 should have been removed during this change. CH 317 is being changed to CH 121.</u>	
Will this proposal require additional faculty or impact faculty load?	<u>No</u>	
Will this proposal require additional infrastructure support?	<u>No</u>	
Is there supporting documentation attached to this proposal?	<u>No</u>	Attach your supplemental files below

## Program Information

Program Title	<u>BEd</u> <del>Bed</del> in Middle Grades STEM Ed	
Department	Education	
College	School of Applied Studies	
Degree Level	Undergraduate	
Degree to be Offered	Bachelor of Education (BED)	
Related Degree		
Concentration		
CIP Code	131213 - Science, Technology, Engineering, and Mathematics (STEM) Educational Methods.	
Program Code	ED-MG-STEM	Program codes are managed by the Registrar team. For new programs, codes will be assigned after final approval.
Is this program an interdisciplinary program?	No	
Is this program	<u>No</u>	

### In Workflow

1. Acad Ops
2. ED Chair
3. Library
4. SAS Curr Policy Chair
5. SAS Dean
6. SAS Fac Council Chair
7. Governance Check
8. AA Committee
9. Faculty Senate - Governance Check
10. Final Acad Ops
11. Registrar

### Approval Path

1. 09/09/24 2:57 pm  
Holly Broxterman (holly.broxterman):  
Approved for Acad Ops
2. 09/09/24 3:06 pm  
Cherry Steffen (cherry.steffen):  
Approved for ED Chair
3. 09/10/24 6:10 am  
Sean Bird (sean.bird):  
Approved for Library
4. 09/16/24 3:13 pm  
Michelle Shipley (michelle.shipley):  
Approved for SAS Curr Policy Chair
5. 09/16/24 4:16 pm  
Zach Frank (zach.frank):  
Approved for SAS Dean
6. 09/30/24 11:03 am  
Michelle Shipley (michelle.shipley):  
Approved for SAS Fac Council Chair
7. 10/01/24 9:53 am  
Holly Broxterman (holly.broxterman):  
Approved for Governance Check
8. 10/08/24 2:55 pm  
Holly Broxterman (holly.broxterman):  
Approved for AA Committee
9. 10/08/24 4:47 pm  
Beth O'Neill (beth.oneill):  
Rollback to SAS Curr Policy Chair for Faculty Senate - Governance Check
10. 10/21/24 2:17 pm

offered completely  
online?

Does this program      Yes  
lead to a teaching  
certification?

Admission and Curriculum

Does the program      No  
have specialized  
admission  
requirements?

Total Number of  
Credit Hours for the  
Degree  
Curriculum

Michelle Shipley  
(michelle.shipley):  
Approved for SAS  
Curr Policy Chair  
11. 10/28/24 3:56 pm  
Zach Frank  
(zach.frank):  
Approved for SAS  
Dean  
12. 10/28/24 4:00 pm  
Michelle Shipley  
(michelle.shipley):  
Approved for SAS  
Fac Council Chair  
13. 10/28/24 4:06 pm  
Beth O'Neill  
(beth.oneill):  
Approved for  
Governance Check  
14. 11/12/24 8:28 am  
Holly Broxterman  
(holly.broxterman):  
Approved for AA  
Committee

History

- 1. Apr 21, 2022 by  
clmig-jwillging
- 2. Oct 26, 2022 by  
Holly Broxterman  
(holly.broxterman)
- 3. Jun 20, 2023 by  
Holly Broxterman  
(holly.broxterman)
- 4. Jun 11, 2024 by  
Cherry Steffen  
(cherry.steffen)

Degree Requirements

In addition to the requirements stated below, students must complete 34-35 hours of [General Education](#), all requirements for a Bachelor of Education degree, and any additional hours needed to reach the minimum 120 credit hours required for graduation. Some of the courses below may also fulfill general education or other degree requirements.

Required Courses Inside Department

Pre-Admission Professional Education Courses

<a href="#">ED 155</a>	Teaching, Learning, Leadership	3
<a href="#">ED 285</a>	Educational Psychology	3

Post-Admission CORE Education Courses

<a href="#">ED 165</a>	Ed. 1, Examining Teaching as a Profession: Diversity 1, Literacy 1, Technology 1 <sup>1</sup>	3
<a href="#">ED 275</a>	Ed. 2 Exploring Teaching as a Profession (Classroom Management 1, Diversity 2, Technology 2) Ed. 2 <sup>1</sup>	3
<a href="#">ED 295</a>	Ed. 3 Experiencing Teaching as a Profession (Classroom Management 2, Diversity 3, Literacy 2) <sup>2</sup>	3
<a href="#">ED 302</a>	Teaching Exceptional Learners	3
<a href="#">ED 354</a>	Curriculum and Assessment	3
<a href="#">ED 395</a>	Ed. 4 Extending Teaching as a Profession (Classroom Management 3, Literacy 3, Technology 3) <sup>2</sup>	3
<a href="#">ED 415</a>	5th-8th Grade Student Teaching	12

Middle Grades STEM Courses

<a href="#">ED 217</a>	Introduction to STEM and STEM Education	3
<a href="#">ED 314</a>	Chemistry Methods for STEM Edu	3
<a href="#">ED 318</a>	Earth/Space Science for STEM E	3
<a href="#">ED 319</a>	STEM Practicum I	1
<a href="#">ED 321</a>	STEM Practicum II	1

Subtotal		47
Required Courses Outside Department		
<a href="#">AS 104</a>	Life in the Universe	3
<a href="#">BI 106</a>	Everyday Biology	5
<a href="#">BI 319</a>	Biology for STEM Educators	3
<del>CH 317</del>	<del>Chemistry for STEM Educators-I</del>	<del>3</del>
<a href="#">CH 121</a>	<a href="#">General, Organic, and Biological Chemistry</a>	<a href="#">5</a>
<a href="#">CN 150</a>	Public Speaking	3
<a href="#">MA 116</a>	College Algebra	3
<a href="#">MA 117</a>	Trigonometry	3
<a href="#">MA 140</a>	Statistics	3
<a href="#">MA 200</a>	Number & Operation for Elementary Teachers	3
<a href="#">MA 201</a>	Geometry, Proportion & Data Analysis for Elementary Teachers	3
<a href="#">MA 204</a>	Number Theory and Discrete Math for Middle School Teachers	3
<a href="#">MA 281</a>	History of Early Mathematics	1
<a href="#">MA 320</a>	Mathematics for Middle School Teachers	3
<del>PS 108</del>	<del>Physical Science</del>	<del>3</del>
PS XXX	Physical Science Elective	3
Physics or Engineering Elective		3
<a href="#">PY 100</a>	Basic Concepts in Psychology	3
<a href="#">PY 211</a>	Adolescent Psychology	3
<a href="#">SO 101</a>	Social Problems	3
Subtotal		56
Total Hours		103
1		
Must be taken concurrently.		
2		
Must be taken concurrently.		

Supplemental Files

Reviewer	Beth ONeill (beth.oneill) (10/07/24 3:37 pm): Amended in Academic Affairs Committee to remove CH 317 and add "approved Chemistry elective" instead.
Comments	<p>Beth ONeill (beth.oneill) (10/08/24 4:47 pm): Per Michelle Shipley, SAS would like to pull this item from the Faculty Senate agenda for it to return to the SAS governance process to determine the best manner for moving forward regarding a required chemistry course.</p> <p>Beth ONeill (beth.oneill) (10/08/24 4:47 pm): Rollback: Rolling back at the request of Michelle Shipley/SAS.</p> <p>Holly Broxterman (holly.broxterman) (11/12/24 8:27 am): Approved by Academic Affairs Committee in 11/11/2024 meeting. OK'd to route to Faculty Senate by Tracy Davies, chair.</p>



# Program Change Request

Date Submitted: 10/02/24 11:12 am

Viewing: **FIS-CJ : BCJ - Forensic Investigation Sciences Emphasis**

Last approved: 08/05/24 8:53 am

Last edit: 11/12/24 8:27 am

Changes proposed by: Amy Memmer (amy.memmer)

Catalog Pages Using this Program [BCJ - Forensic Investigation Sciences Emphasis](#)

## Proposal Information

Effective Catalog Edition	2025-2026	All proposals with the 2025-2026 catalog edition date will be effective Fall 2025.
Subject	<a href="#">PS 108 inactivated, replace with PS 131</a>	
Change Type	<a href="#">Significant</a>	
Description of Proposal	A proposal to inactivate PS 108 (3 credit hours) has been submitted by Dept of Physics / Karen Camarda and is currently being routed thru CAS curriculum governance. This course is part of this program. In response to this inactivation, we are proposing to replace PS 108 with PS 131 - Biological Physics for the Health and Life Sciences (3 credit hours).	
Reason(s) for Proposal	<a href="#">In Response to Other Curriculum Changes</a>	
Describe in detail the reasons for the proposal	<a href="#">PS 108 is being inactivated, replacing with PS 131.</a>	
Will this proposal require additional faculty or impact faculty load?	<a href="#">No</a>	
Will this proposal require additional infrastructure support?	<a href="#">No</a>	
Is there supporting documentation attached to this proposal?	<a href="#">No</a>	Attach your supplemental files below

## Program Information

Program Title	BCJ - Forensic Investigation Sciences Emphasis	
Department	Criminal Justice/Legal Studies	
College	School of Applied Studies	
Degree Level	Undergraduate	
Degree to be Offered	Bachelor of Criminal Justice (BCJ)	
Related Degree		
Concentration		
CIP Code	430406 - Forensic Science and Technology.	
Program Code	FIS-CJ	Program codes are managed by the Registrar team. For new programs, codes will be assigned after final approval.
Is this program an interdisciplinary program?	No	
Is this program	No	

### In Workflow

1. Acad Ops
2. CJLS Chair
3. Library
4. SAS Curr Policy Chair
5. SAS Dean
6. SAS Fac Council Chair
7. Governance Check
8. AA Committee
9. Faculty Senate - Governance Check
10. Final Acad Ops
11. Registrar

### Approval Path

1. 10/02/24 11:19 am  
Holly Broxterman (holly.broxterman):  
Approved for Acad Ops
2. 10/09/24 2:30 pm  
Amy Memmer (amy.memmer):  
Approved for CJLS Chair
3. 10/10/24 6:08 am  
Sean Bird (sean.bird):  
Approved for Library
4. 10/21/24 2:17 pm  
Michelle Shipley (michelle.shipley):  
Approved for SAS Curr Policy Chair
5. 10/28/24 3:56 pm  
Zach Frank (zach.frank):  
Approved for SAS Dean
6. 10/28/24 4:01 pm  
Michelle Shipley (michelle.shipley):  
Approved for SAS Fac Council Chair
7. 10/28/24 4:06 pm  
Beth O'Neill (beth.oneill):  
Approved for Governance Check
8. 11/12/24 8:28 am  
Holly Broxterman (holly.broxterman):  
Approved for AA Committee

### History

1. Jun 11, 2024 by  
Amy Memmer (amy.memmer)
2. Aug 5, 2024 by Holly Broxterman

offered completely  
online?

(holly.broxterman)

Does this program      No  
lead to a teaching  
certification?

## Admission and Curriculum

Does the program      No  
have specialized  
admission  
requirements?

Total Number of      127  
Credit Hours for the  
Degree  
Curriculum

## Degree Requirements

In addition to the requirements stated below, students must complete 34-35 hours of [General Education](#) and any additional hours needed to reach the minimum 120 credit hours required for graduation. Some of the courses below may also fulfill general education or other degree requirements.

### Required Courses Inside Department <sup>1</sup>

<a href="#">CJ 100</a>	Crime & Justice in America	3
<a href="#">CJ 220</a>	Criminal Justice Communications	3
<a href="#">CJ 303</a>	Diversity in American Culture	3
<a href="#">CJ 325</a>	Applied Criminology	3
<a href="#">CJ 400</a>	Criminal Justice Research Methods	3
<a href="#">CJ 401</a>	Criminal Justice Ethics	3
<a href="#">CJ 410</a>	Criminal Procedure and Evidence	3
<a href="#">CJ 455</a>	Criminal Justice Administration	3
<a href="#">CJ 484</a>	Internship in Criminal Justice	3
or <a href="#">CJ 486</a>	Seminar in Criminal Justice	
<a href="#">CJ 485</a>	Internship in Criminal Justice	3
<a href="#">LG 345</a>	Criminal Law	3
15 Hours of Forensic Investigation Electives, selected from:		15
<a href="#">CJ 367</a>	Firearms and Tool Mark Examination	
<a href="#">CJ 368</a>	Introduction to Bloodstain Pattern Analysis	
<a href="#">CJ 369</a>	Advanced Bloodstain Pattern Analysis	
<a href="#">CJ 370</a>	Fire Investigation and Prevention	
<a href="#">CJ 371</a>	Intro to Forensic Photography	
<a href="#">CJ 372</a>	Intro to Fingerprint	
<a href="#">CJ 373</a>	Fingerprint Development Lab	
<a href="#">CJ 374</a>	Intro to 3-D Scanner	
<a href="#">CJ 386</a>	Footwear and Tire Tracks	
<a href="#">CJ 387</a>	Digital Enhancement	
<a href="#">CJ 388</a>	Shooting Incident Reconstruction	
<a href="#">CJ 390</a>	Special Topics	

### Required Courses for Forensic Investigation Sciences Emphasis <sup>1</sup>

<a href="#">CJ 115</a>	Introduction to Forensic Investigations	3
<a href="#">CJ 116</a>	Applied Intro to Forensic Investigations - Lab	3
<a href="#">CJ 435</a>	Death Investigations	3
<a href="#">CJ 415</a>	Advanced Forensic Investigations	3
<a href="#">CJ 416</a>	Forensic Applied Science Laboratory	3

AND 3 hours from the following courses:		3
<a href="#">CJ 371</a>	Intro to Forensic Photography	
<a href="#">CJ 372</a>	Intro to Fingerprint	
<a href="#">CJ 374</a>	Intro to 3-D Scanner	
Subtotal		66
Required Courses Outside Department		
<a href="#">BI 100</a>	Human Biology	3
<a href="#">BI 101</a>	Human Biology Laboratory	2
<a href="#">BI 140</a>	Introduction to Forensic Biology	3
<a href="#">BI 275</a>	Human Anatomy	4
<a href="#">CH 111</a>	Chemistry in Everyday Life	5
<a href="#">CH 103</a>	Introduction to Forensic Chemistry	3
<a href="#">PS 108</a>	<del>Physical Science</del>	<del>3</del>
<a href="#">MA 140</a>	Statistics	3
<a href="#">PS 131</a>	<a href="#">Biological Physics for the Health and Life Sciences</a>	<a href="#">3</a>
Subtotal		26
Total Hours		92
1		
Students majoring in Criminal Justice must earn a grade of "C" or better in all required criminal justice courses for credit.		

Supplemental Files

Reviewer	Holly Broxterman (holly.broxterman) (11/12/24 8:27 am): Approved by Academic Affairs
Comments	Committee in 11/11/2024 meeting. Ok'd to route to Faculty Senate by Tracy Davies, chair.

## **FACULTY AGENDA ITEM**

Date: December 2, Faculty Senate

Submitted by: President Mazachek, x1022

SUBJECT: Input on new proposed Board policy in Washburn University Policy, Regulation and Procedures Manual (WUPRPM)

Description: The attached is a draft of a new Board Policy to be placed in our WUPRPM that addresses general academic affairs. It will be presented to the Board of Regents at their next scheduled meeting on December 5, 2024 for approval. Upon approval, it will become a new Board Policy section in the WUPRPM.

The new policy addresses the general function of the Provost, describes the General Faculty body and authority, outlines granting and removal of tenure at a high-level, and defines academic freedom. Importantly, in this proposed policy, the Board retains the authority to approve any changes to the process for termination for cause of tenured faculty. This means the Board will ultimately approve any changes to the tenure termination procedure. Also note the section on academic freedom is the same language as current academic freedom language; this merely moves it from Bylaws to WUPRPM Board Policy.

The policy is consistent with other Board approved policies to be high level guidance established by the Board that sets parameters for the Administration, typically the President and or Provost, to create and maintain procedures for relevant shared governance topics. The WUPRPM contains two main parts: 1) the policy section containing policies approved only by the Board (only the Board can create or amend Board policies); and 2) the regulation and procedures sections established by Administration. The Board policies are high level directive from the Board; the regulation and procedures detail how Administration will implement and comply with the Board policies. The language in the proposed draft policy is being moved from the Board's Bylaws to WUPRPM Board Policy. For this proposed policy, the Faculty Handbook will serve as the regulations and procedures; the Faculty Handbook remains unchanged.

A draft was presented to Faculty Affairs Committee on November 11, 2024. Based on input and suggestions from that group, we made edits to the draft Board Policy to strengthen language about the Faculty Handbook serving as regulations, add new language to recognize authority of the Faculty Senate (Section 3.B.iii and iv.), and clarify the faculty's option to have the matter heard by a faculty committee in the minimum elements of the Termination for Cause procedure (4.B.ii.)

Rationale: The Board of Regents is working to review and revise all of their governance documents to align with best practice. For their Bylaws, that document is intended to govern Board activities so they

are moving existing Board Policy language that more accurately governs the University from their Bylaws to the WUPRPM. Having this language as Board Policy language is more appropriate and considered best practice in policy construction and governance.

Financial Implications: None

Proposed Effective Date: Upon Board of Regents approval, tentatively at their December 5, 2024 meeting.

Request for Action: None

Approved by: Feedback requested on the draft; no approval needed

Faculty Affairs Committee – November 11, presented for input

Attachments Yes ☐ No ☐

## DD. Academic Affairs

### Table of Contents

1. Purpose
2. Establishment of Regulations
3. Structure of Academic Affairs
4. Tenure
5. Academic Freedom

## DD. Academic Affairs

1. **Purpose.** To set forth policies applicable to academic affairs.
2. **Establishment of Regulations.** The administration, working with faculty within the structure of shared governance, shall establish regulations and procedures addressing matters of Academic Affairs. This includes promotion and tenure, personnel matters specific to faculty, academic freedom, faculty responsibilities, and development and assessment of academic programs and any other relevant matters.

Regulations shall be consistent with Board policies, applicable laws, and regulations and be fair and equitable. Administration should review and revise as frequently as appropriate to ensure we are following best practice, current legal requirements, and meeting the needs of Washburn. Until such time new regulations and procedures are established, the administration shall use the Faculty Handbook. There will be separate regulations and procedures related to the management and operations of Washburn Institute of Technology Academic Affairs and Instructors.

### 3. Structure of Academic Affairs.

**A. Provost/Vice-President of Academic Affairs.** The Provost/Vice-President of Academic Affairs ("**Provost**") reports to the President and shall supervise and coordinate all academic programs. This includes the performance review of Academic Deans for all major academic units (major academic unit as defined in Section 7.19 of the Introduction and Definitions to the Board Policies).

#### **B. General Faculty.**

- i. The General Faculty shall consist of the President, Vice Presidents, Deans, Librarians, and those members of the University with the rank of Lecturer on a full-time annual contract, Assistant Professor, Associate Professor, or Professor and other persons appointed by the Board.
- ii. The General Faculty has the authority to recommend to the President, who shall transmit to the Board of Regents with their recommendation, matters including:

- Changes in graduation requirements
  - New degrees
  - New majors or academic programs
  - Elimination of existing degrees or major programs
  - Creation of new academic departments
  - General Faculty shared governance
- iii. The Faculty Senate is authorized to act as the agent of the General Faculty on matters listed in this Policy (3.B.ii.).
- iv. The Faculty Senate is authorized to speak on behalf of the General Faculty regarding matters described in the Faculty Senate Constitution.
- The Board will approve adoption and amendments to the Faculty Senate Constitution.

#### 4. Tenure.

A. **Statement on tenure.** The awarding of tenure to a faculty member is a critical point in the member's relationship with Washburn University. Tenure is a means to certain ends; specifically: (1) academic freedom pertaining to teaching, research, and extramural activities and (2) a sufficient degree of economic security to make the profession attractive to individuals of ability. Academic freedom, economic security, and tenure are indispensable to the success of Washburn in fulfilling its obligations to its students, to society, and to the University continuing its reputation of excellent teaching faculty. Not only does tenure recognize the worth of the individual and that person's contribution to the University community, but tenure and the promotion processes are the means by which the quality of the faculty is maintained and improved. The added prestige and recognition that promotion and tenured status confer on an individual are essential to the moral and lustre of Washburn's faculty and the University.



- i. Tenure is granted by the Board of Regents who is the final step in the tenure review process.
- ii. The review of candidates for tenured appointments must be careful and deliberate at all stages of review.
- iii. Criteria for tenure must include teaching, scholarship (research), and service (community and professional). Normally, the granting of tenure is only for individuals with a terminal degree.

**B. Termination for Cause.**

- i. **Amendments.** The Board shall approve any changes to any regulation or procedure related to termination for cause of a tenured faculty member.
- ii. **Procedure.** The administration shall establish a process for terminating a tenured faculty member “for cause”. That process shall include the following elements:
  - Written notice of the intent to terminate provided to the faculty member
  - The opportunity for the faculty member to have the matter heard by a committee made up of tenured faculty members appointed by faculty. The committee hearing the matter shall make a recommendation as to whether the faculty member should be terminated.
  - The Provost and committee’s recommendation shall be presented to the President, and the President shall consider such recommendations prior to making a final determination whether to terminate the faculty member.
  - The faculty member shall be able to appeal the President’s determination to the Board of Regents.

5. **Academic Freedom.** Washburn University strives to promote the search for truth and its free exposition and thus to provide the best education possible for its students. Academic freedom is for the furtherance of these purposes and applies both to teaching and research. Freedom in research is fundamental to the advancement of law and fact. Academic freedom in its teaching aspect is fundamental for the protection of the rights of the

teacher in teaching and of the student to freedom in learning. Academic freedom carries with it duties correlative with the rights.

- A. The faculty member is entitled to full freedom in research and in the publication of the results subject to performance of other academic duties, but research for pecuniary return should be based upon University policy as stated in the Faculty Handbook.
- B. Faculty are entitled to freedom in the classroom in discussing their subjects and must exercise professional judgment in selecting the material they wish to use.
- C. The Washburn University faculty member is a member of a learned profession and an academic member of an educational institution. When the faculty member speaks or writes as an individual, the faculty member is free from institutional censorship or discipline. As a person of learning, the faculty member must remember that the public may judge the profession and Washburn University by the faculty member's utterances. Hence, the faculty should at all times endeavor to be accurate, should exercise appropriate restraint, should show respect for the opinions of others, and should avoid indication that the faculty member is an institutional spokesman unless so designated.