Faculty Senate Minutes

March 10, 2020

**Willamette Room, WUC**

*Primarily paperless, wou.edu/facultysenate*

# **3:15 - 3:30 p.m.**

*Better Know a Colleague (informal gathering, optional)*

# **3:30 - 5:00 p.m.**

*Business Meeting*

## **1. Call to order: 3:32 p.m.**

## **2. Call of the roll (by circulation of sign-in sheet)**

## **3. Corrections to and approval of minutes from previous meeting**

### **3.1. February 25th Meeting**

* Approved as posted

## **4. Institutional Reports**

### **4.1. Faculty Senate President’s Report (Kristin Latham-Scott)**

* Report available on Faculty Senate website.
* Highlights: Ad hoc committee to review certificates forming; AES 2020 is coming up on May 28th; update on COVID-19

**4.2. University President’s and Office of Academic Affairs’ Report (Rex Fuller; Rob Winningham)**

* Report available on faculty senate website.
* There is a three minute video about the WOU Welcome Center also available on the Faculty Senate Website.
* Planning is ongoing about COVID-19. There is a team meeting regularly to discuss and monitor this situation. We are taking guidance from the Oregon Health Authority.
* Faculty are encouraged to consider ways course content could be delivered remotely if needed. Academic Innovation is on hand to provide assistance, along with a third-party contractor if additional capacity is needed.
* Note that the campus may still be open even if classes are moved online. Faculty should still be able to access their offices.
* Work has been carried out to identify laptops that could be used by APAs and other important staff, as well as students who need them to access coursework online.
* UCS has created a website to allow faculty and staff easy access to tools like Banner.
* Facilities Services is increasing its cleaning procedures. Faculty can contact Michael Smith if there are areas they believe are particularly vulnerable and need additional cleaning.
* **Question:** Does it seem like WOU will be restricting conference travel at this point?
  + **Provost Winningham**: Faculty Development Committee voted to allow fees associated with cancellations to be reimbursed, and this has been approved by Dr Fuller. There are also conversations going on to determine how long funding might be valid, for instance if it might be possible to defer grants to a future conference instead.
  + **President Fuller**: If you have travel plans for April, wait and see if it is cancelled or how safe you feel attending before proceeding. We want to make sure that faculty and staff are not financially penalized for taking decisions to make themselves safe. This information is on the WOU coronavirus site.
* **Question:** How are we approaching events on campus, like the upcoming Hispanic Serving Institute?
  + **President Fuller:** We are evaluating on a case-by-case basis, especially for events where people will be coming from off-campus. We are especially keeping an eye to see if there are coronavirus cases in our immediate area that might put people at risk, and currently there are no active hotspots. Our plan is to operate as normal until data suggests we should do something differently.
* **Comment:** Minor point of clarification about survey data. The percentages for how students are accessing course materials (e.g. with smart phones or laptops) did not ask for their *only* means of accessing these materials, so they may have other ways to do this.
* **Question:** There are a lot of public spaces and not enough people to clean it. Would there be a way to get Facilities Services share gloves and cleaning wipes with division offices or other places, so that we can do some of the cleaning as well?
  + **President Fuller:** Facilities Services can be contacted at extension 88239, and are willing to make supplies available.
  + **Provost Winningham**: We are also planning to increase the distance in our non-classroom labs, as well as increase cleaning on these machines, so students have a place to go if they cannot do online work from elsewhere.
* **Comment:** It might be possible to set up tables in one of the big rooms in the Student Union for students to go and study or do work.
  + **President Fuller:** We will look into that idea and see what’s scheduled.
* **Question:** Do we have the bandwidth to move the bulk of our classes online?
  + UCS believes they have the capacity, and can work with Cisco to increase the number of available VDI stations if needed.
  + **Comment:** WOU has a license for Web Ex, which can be used to
* **Comment:** I appreciate everyone’s work on this and our transparency.
* **Question:** Are we talking to the students about this on a programmatic basis?
  + All email communications have gone to all students as well as faculty and staff. Our social media accounts are also actively replying to comments and conversations about this topic. We encourage faculty to have these conversations with their students as well, so that information is more widely available.
* **Question:** If a student tells me they don’t have access to a device with Internet access, who should I send them to?
  + We are still determining the answers to this.

**4.4. IFS Report (Thaddeus Shannon, Emily Plec)**

No report.

**4.5. Gen Ed Report (Camila Gabaldon)**

No report.

## **5. Consideration of Old Business**

**5.1 Package of proposals – each will be voted upon separately:   
 A. Proposed AB/BAS Core alignment to new Gen Ed (Sue Monahan)**

* Presentation available on Faculty Senate website
* Motion to approve.
* Seconded
  + Yes: 23
  + No:
  + **Motion passes**

**b. Proposed name change: Applied Baccalaureate (AB) to Bachelor of Applied Science (BAS) (Sue Monahan)**

* Presentation available on Faculty Senate website
* **Question:** To be clear, this is just a find-and-replace in the catalogue, is that correct?
  + That’s correct.
* Motion to approve.
* Seconded
  + Yes: 25
  + No: 1
* **Motion passes**

**c. Modified degree, BAS option – Early Childhood Studies (Cindy Ryan)**

* Presentation available on Faculty Senate website
* Motion to approve.
* Seconded
  + Yes: 24
  + No:
  + **Motion passes**

**5.2 Proposed Graduate Learning Outcomes (Melanie Landon-Hayes)**

* Presentation available on Faculty Senate website
* Motion to approve.
* Seconded
  + Yes: 25
  + No:
  + **Motion passes**

**5.3 Proposed Accelerated Master’s Program (David Foster)**

* Presentation and description available on Faculty Senate website
* **Question:** Our division was in support of the idea, but not 100% sure what we are voting on. Are we putting description of this in the catalogue, is it becoming university policy? We weren’t clear where this description is going.
  + **Amy Clark, Registrar**: There is an official document that goes along with the proposal, outlining the criteria, responsibilities, and program. That information will all go in the catalogue. The purpose, restrictions, criteria, and cost will go in the catalogue. Procedural information such as how to get a program approved for the accelerated master’s program would not, as it is just procedural.
* **Question:** We weren’t sure what the plan was on how approvals for Accelerated Master’s program proposals would be handled. Would they go through the Grad Committee in the Curriculum portal?
  + Information on this was in a document shared with the Graduate Committee, but not with Faculty Senate.
* **Question from Kristin Latham-Scott:** Is this proposal today just to approve the idea, and not the process?
  + Yes, this would just be a general approval of the type of program. There would be future proposals for the process.
* **Question:** Are we voting on this specific program, or accelerated master’s programs in general?
  + On accelerated master’s programs in general.
* **Question:** Does this need to be vetted by NWCCU?
  + It shouldn’t be an issue. It is a policy that exists at many other universities.
  + Programs themselves already exist, and those are what is reviewed by accreditors. Accelerated Master’s program just provide a pathway for students to take existing programs.
* **Question:** What are the criteria that programs would be approved on?
  + Programs work out alignment and then get approval from the Deans and Graduate Studies. Program admission criteria apply to the student.
  + As an example, if we were moving forward with the Organizational Leadership and Liberal Studies programs, those two programs would discuss the criteria for students.
* Motion to approve hosting accelerated master’s programs at WOU.
* Seconded
  + Yes: 18
  + No: 3
  + **Motion passes**

**5.4 Proposed Bachelor of Music General Education requirements (James Reddan)**

* Link to curriculum portal available on Faculty Senate website
* Motion to approve.
* Seconded
  + Yes: 23
  + No: 1
  + **Motion passes**

**5.5 new certificate: ASL Studies Culture (Brent Redpath)**

**5.6 new certificate: ASL Studies Linguistics (Brent Redpath)**

* Presentation available on Faculty Senate website
* Note from Faculty Senate president: These and other certificates meet our existing criteria for certificates.
* Motion to approve ASL Studies and Culture certificate.
* Seconded
  + Yes: 25
  + No:
  + **Motion passes**
* Motion to approve ASL Studies linguistics certificate.
* Seconded
  + Yes: 25
  + No:
  + **Motion passes**

**5.7 new certificate: Infant and Toddler (Andrea Emerson(?), Cindy Ryan)**

* Presentation available on Faculty Senate website
* Motion to approve.
* Seconded
  + Yes: 24
  + No:
  + **Motion passes**

**5.8 new certificate: Spanish-English Interpreting and Translation (Jamie Marroquin)**

* Presentation available on Faculty Senate website
* Motion to approve.
* Seconded
  + Yes: 25
  + No:
  + **Motion passes**

**5.9 new certificate: Bilingual and Biliteracy in Spanish (Patricia Gimenez-Eguibar)**

* Presentation available on Faculty Senate website
* Motion to approve.
* Seconded
  + Yes: 25
  + No:
  + Motion **passes**

**5.10 new certificate: Teaching Spanish as a Foreign Language (Patricia Gimenez-Equibar)**

* Presentation available on Faculty Senate website
* **Question:** The education division had concerns about the description of this as “complementary” to courses we offer. We were not consulted on this and don’t want to give the impression that it was a joint proposal.
  + We would be happy to change the wording.
  + Specific wording is the sentence: “This program contrasts and complements with…”
  + The wording is only in the rationale, not in the catalogue description, so it may not be a concern.
* **Follow-up question:** We weren’t sure who the market was for this. Currently there are three students in the Spanish Education program and we don’t see a demand among WOU students to teach Spanish abroad.
  + This is a new idea, and we are applying parameters similar to Teaching English as a Foreign Language. Everything is the same as that.
  + We don’t have specific data, but think that heritage speakers would find this attractive.
* **Question:** Is there a reason that no education courses are listed?
  + We mirrored the English certificate, and didn’t think about including Education courses, but we would be open to doing that.
  + **Follow-up comment:** There is a Spanish pedagogy class, for instance. We were also confused about the TEFL class being offered as part of this, since it seems like it should be teaching Spanish, not English.
    - The course name and description is for English, but it is actually about teaching languages in general. It probably would be useful for us to develop a specific TFSL class in the future.
* **Question:** Can you talk about the practicum and what that would involve?
  + We have received a couple of offers from high schools in the area noting a shortage of Spanish teachers, so we would like to be able to send students there to gain practical teaching experience. We are reaching out to high school Spanish teachers about this.
    - **Follow-up comment:** This might be a concern for Education, as we don’t want to contact the same high schools for student teachers as well as Spanish practicum.
    - We would be happy to sit down with you and discuss issues.
  + **Follow-up comment:** When the TEFL certificate was suggested, we met over several meetings with the linguistics department in creating the program. I think it would be good to table this until there can be more discussion.
* **Question:** Should we table this?
  + **Follow-up:** If it were tabled, would it still make it into the catalogue?
    - The program would need to be fully approved by the end of March.
* **Comment:** I think it’s concerning that the only course about teaching as a foreign language is not about teaching Spanish, but is about English.
  + We feel that there are multiple classes about teaching Spanish. One in the first block (TEFL) and one in the second block (SPA 380). We didn’t make the second one a requirement because we are a small department and might not be able to offer it regularly enough. It’s a good observation that it needs to be a requirement.
* **Question:** How can you make sure the students are proficient enough in Spanish to teach?
  + To take any of these classes, they need to have third-year level proficiency in Spanish.
* Motion to approve as written.
* Seconded
  + Yes: 10
  + No: 15
  + **Motion fails**
* Certificate can be resubmitted as new business during a future meeting

**5.11 new certificate: Social Justice/Service Learning Latino Comm. (Claudia Costagliola)**

* Presentation available on Faculty Senate website
* Motion to approve.
* Seconded
  + Yes: 23
  + No: 1
  + **Motion** **passes**

## **6. Consideration of New Business**

**6.1 Proposed BAS degree: Professional Studies in the Deaf Community (Amanda Smith)**

* Link to curriculum portal on faculty senate website.
* This is a new market. We have had requests from members in the community with AAS degrees and certificates, who would like to complete their degree but it is difficult. We have made it generic in order to meet the needs of various Deaf-serving professional communities.

## **7. Discussion items**

No discussion items.

## **8. Informational Presentations and Committee Reports**

No informational items.

## **Meeting adjourned: 4:59 pm**

# **5 – 5:15 p.m.**

*Better Know a Colleague* (informal gathering continued, optional)