Called to order by Senate President Allison Giffen at 4:02 pm. Minutes of 12 February 2018 were approved with roster corrections.

REPORTS AND ANNOUNCEMENTS

Senate President Allison Giffen: (1) Senate will discuss the Ormsby Award for Faculty Citizenship at its meeting of March 12, 2018. President Giffen requested that Senators email names of candidates for the 2018 Ormsby Award; (2) Notified Senators that Steve VanderStaay has been working on a new faculty mentoring initiative, which Senate can expect to learn about at a future meeting; (3) In response to reports of ICE agents on campus, the Senate Executive Council will work on developing an FAQ for faculty regarding protocol, and faculty and student rights; (4) FedEx is continuing to partner with the National Rifle Association (NRA), which may inform faculty decisions about choosing UPS or FedEX shipping services.

President Sabah Randhawa: (1) Emailed the campus community with information about policies regarding firearms; resources available to faculty, staff and students; and bills currently moving through the Washington State legislature related to gun control; (2) Met with the Bellingham City Council and discussed strategic planning, economic growth, housing, and student success; (3) Updated Senators on the House and Senate supplemental operating budget proposals.

Provost Brent Carbajal: Updated Senators on faculty hiring for the 2017-18 academic year.

Rich Brown, UFWW President: Notified Senators about MoU 8.1.3.3 Senior Instructor Evaluations and MoU 7.4.2 Request to Transfer Departments.

Roger Anderson, Faculty Legislative Representative: (1) The Council of Faculty (COF), the Council of Presidents (COP), and the Washington Student Association (WSA) have been actively testifying in Olympia; (2) Updated Senators on proposed funding for the State Need Grant and a COF priority to have the State compensate university employees with the same percentage increase given to other state employees.

Hunter Eider, AS VP for Academic Affairs: (1) Updated Senators on the Western Lobby Days 2018 that included Environmental Lobby Day, Salish Sea Lobby Day, Ethnic Student Center Lobby Day, and DisAbility Outreach Center Lobby Day; (2) Informed Senators that he and Erick Yanzon, AS VP for Diversity, are taking ten students to the 2018 National Association for Ethnic Studies Conference March 8-11; (3) At their next meeting of 28 February 2018, the AS Board expects to take action on an edition to the Student Technology Fee (STF) renewal proposal and a smoke free campus referendum to be included in the student spring referendum.

APPOINTMENTS AND ELECTIONS

A motion (forwarded by Rich Brown and seconded) to confirm the appointment of Claudia Wang, Health and Human Development, to the WWU Dining Committee passed unanimously.

A motion (forwarded by Rich Brown and seconded) to nominate Craig Dunn, Management, to the At-Large position on the Senate Executive Council passed. Senators voted in favor of appointing Dunn to the At-Large position.

John Lund, Appointment and Elections Officer, presented a proposed Spring 2018 Senate Election Calendar. Lizzy Ramhorst, Shared Governance Operations Calendar, stated that one change from past practice is that voting will now take place via Qualtrics software instead of electionbuddy.
A motion (forwarded by Babafemi Akinrinade and seconded) to approve the Spring 2018 Senate Election Calendar passed unanimously.

**DISCUSSION ITEM**

Changes to DisAbility Resources for Students (DRS): Jon McGough, *Associate Director of DisAbility Resources for Students (DRS)*, joined Faculty Senate to discuss DRS. Senate President Giffen requested that Senators reach out to constituents to gather feedback on DRS services. Faculty may email McGough directly with feedback. McGough stated that he is happy to meet with academic units on campus to discuss DRS.

**REVIEW OF STANDING COMMITTEE MINUTES**

Senators voted in favor of a motion (forwarded by Jeff Young and seconded) to accept the University Planning & Resources Council (UPRC) minutes of 31 January 2018; and Academic Coordinating Commission (ACC) minutes of 6 February 2018.

**ACTION ITEM**

Second Vote on Revision of Bylaw 7.6 – Academic Technology Committee Charge: A motion was forwarded by the Senate Executive Council to approve proposed amendments to Bylaw 7.6 of the *Constitution of the Faculty of Western Washington University*. Lizzy Ramhorst, *Shared Governance Operations Manager*, noted that the language in bullets *j* and *k* in section 7.6.1 was revised to remove the word “IT”. Following discussion, Senators voted in favor of approving amendments to Bylaw 7.6 with one abstention. The language of the approved bylaw is as follows:

**BL7.6 The Academic Technology Committee [January 2018]**

In order to ensure that faculty are kept apprised of and have a forum through which to participate in the maintenance and enhancement of Western’s use of and investment in technology impacting teaching, learning, and research, the Academic Technology Committee of the Faculty Senate:

1. Seeks to maintain a holistic overview of the University’s technology facilities and resources;
2. Facilitates and evaluates Western’s investment in academic and information technology facilities and resources to help ensure that they effectively and efficiently serve the University’s strategic activities and the academic requirements of students and faculty;
3. Reviews, assesses, and communicates the technology needs of faculty and recommends priorities;
4. Provides advice, guidance, and support to the Information Technology Services organization of the University and to other units considering investment in or the adequacy of technology resources impacting teaching, learning, and research;
5. Participates in the dissemination of technology and cybersecurity policy and best practices to the Faculty; and
6. Assists the Faculty Senate by evaluating and advising on the impact of technological resources that are integral to items discussed and/or acted upon by the Senate and its standing committees.

To fulfill this mission, the Committee:

- reviews and assesses the planning, policies, resource requirements, budget requests, and practices of the Information Technology Services organization;
- recommends strategic priorities to the Student Technology Fee Committee to aid in their review of proposals;
- shall be afforded the opportunity to advise and provide guidance on the acquisition and introduction of new and advanced technologies to assure effective use of technology and improved access to information resources; and
- must be informed about technology purchasing initiatives with potential to have broad impact upon teaching, learning, research, academic advising, or faculty review prior to resource acquisition and contract negotiation.

**BL7.6.1 Membership.**

The membership of the Academic Technology Committee shall be as follows:

Voting members:

a) One faculty representative of and from each of the following colleges/areas, appointed by the respective college’s faculty governance committee: College of Humanities and Social Sciences—Social Sciences (Area B), College of Humanities and Social Sciences—Humanities (Area C), the College of Fine and Performing Arts (Area D), the College of Business and Economics (Area E), Fairhaven College of Interdisciplinary Studies (Area F), Huxley College of the Environment (Area G), Woodring College of Education (Area H), and the Libraries (Area I);
b) Two faculty representatives of and from the College of Science and Engineering (Area A), appointed by the college's faculty governance committee;

c) A representative of Extended Education;

d) One Faculty Senate member or designated representative, appointed by the Senate for a one-year term;

e) Two student representatives, appointed by the Associated Students Board of Directors for one-year terms;

Advisory members:

f) The Vice Provost for Information Technology and Chief Information Officer;

g) The Director of Academic Technology and User Services;

h) The Assistant Director of Teaching, Learning, and Technology;

i) A member of the Information Technology Professionals' Group;

j) A representative of Enrollment and Student Services (ESS) who is generally familiar with and informed about technology purchasing initiatives considered by the division;

k) A representative of Business and Financial Affairs (BFA) who is generally familiar with and informed about technology purchasing initiatives considered by the division.

ATC members are selected by the organizations they represent and appointments are ratified by the Faculty Senate. Unless otherwise specified, members serve renewable two-year terms, and appointments are staggered so that approximately half of the membership is appointed each year.

The committee shall have a Chairperson and a Vice Chairperson who are elected by the committee’s membership from its faculty membership at the first committee meeting of each Fall Quarter. In the absence of a continuing Chairperson, it is the responsibility of the Vice Chairperson from the previous year to call the first meeting of the Fall Quarter.

BL7.6.2 Executive Committee

The Executive Committee of the ATC shall be made up of the Chairperson, Vice Chairperson, and the Vice Provost for Information Technology and Chief Information Officer. The Executive Committee is responsible for setting the agenda for meetings, and is empowered to cancel meetings if there is not sufficient business.

BL7.6.3 Meetings

The ATC shall meet at least once per month during the academic year, and more often if the committee chair believes it to be necessary.

The minutes of all meetings shall be forwarded to the Faculty Senate for review as soon as possible following approval by the Academic Technology Committee.

CONSTITUENT CONCERNS

- **Library Email Management System**: Library due date notices are frequently directed to Outlook’s junk mail folder. A constituent suggested that the Libraries improve its email management system and consider a policy regarding fee forgiveness and/or a change in SUMMIT borrowing procedures to allow for book renewal.

- **VU Art Gallery**: Art & Art History faculty and students have expressed concern about the lack of transparency regarding the decision to build the new multicultural center in the VU Art Gallery space with no concrete plans as to where the Art Gallery will be moved to.

- **Study Group Space Concern**: Constituents have expressed frustration that the needs of Study Group have superseded all other space needs in the College Hall building.

- **Block Schedule**: A Senator noted that space utilization that conforms to the block schedule is prioritized and expressed concern that Mon/Wed is not listed in the block schedule. The Senator questioned how this will impact classroom assignments.

Senators adjourned at 5:38 pm.