Call to order: Senate President McNeel Jantzen called the meeting to order at 4:02 pm, welcoming a total of 35 attendees (roster attached).

Minutes: Senators approved minutes of 3 December 2018 as written.

REPORTS AND ANNOUNCEMENTS

Senate President McNeel Jantzen:
• Students will lead a community forum with administrators at the end of January to continue dialogue about student concerns and effective ways to address them.

President Sabah Randhawa:
• The President and other administrators continue to meet with diverse student groups to hear and develop greater understanding of their issues and concerns, and administrators are working on developing more transparent mechanisms and processes for communicating about and responding to student concerns and requests.

Brent Carbajal, Provost and Vice President for Academic Affairs:
• The President’s Advisory Committee on Institutional Resource Modeling has started meeting and is seeking feedback from the campus community. Information and community surveys are available online.
• The process of allocating professional leave for 2019-20 has concluded and faculty who submitted leave requests have been notified.
• MGT Consulting has concluded the Peninsulas Feasibility Study and their final report is available on the Academic Affairs website.

Rich Brown, UFWW President:
• A 2% salary increase became effective on January 1st in compliance with the current collective bargaining agreement.

Roger Anderson, Faculty Legislative Liaison:
• The Washington State Legislature has convened and Governor Jay Inslee’s State of the State address is scheduled on January 15th.

Levi Eckman, Associated Students VP for Academic Affairs:
• Student Senators have been appointed to various university committees and are now attending meetings as student representatives.

PRESENTATION

Introduction of Keith Williams, Assistant Chief of Police and Assistant Director of Public Safety: Williams introduced himself to Senators and outlined current Public Safety priorities, including engaging the campus community by improving relationships with students, faculty and staff; building trust and confidence; improving transparency; and utilizing technology to improve safety and emergency management on campus. Senators sought updates and information on active shooter procedures, door locks, and the safety of classrooms with limited means of egress.
REVIEW OF STANDING COMMITTEE MINUTES

While reviewing Academic Coordinating Commission (ACC) meeting minutes of 4 December 2018, Senators sought information and discussed ongoing conversations about the revised Temporary Course Policy passed by the ACC on February 20, 2018 and accepted by the Faculty Senate on March 12, 2018. Senate President McNeel Jantzen and ACC Chair Sheila Webb have spoken or are scheduled to speak to a number of department chairs groups to ensure that concerns are adequately addressed and met, and the ACC is currently in the process of considering draft guidance intended to clarify the purpose, rationale for, and requirements of the policy.

Senators inquired about ACC’s approval of the Industrial Design—Vehicle Design, BS program moratorium and discussed the system of checks and balances instantiated within shared governance structures for the purpose of protecting the interests of the institution and its departments and students.

A motion to accept Academic Coordinating Commission (ACC) meeting minutes of 4 December 2018 (forwarded by Craig Dunn and seconded) passed with one abstaining vote.

In discussion, questions arose regarding the accuracy of information about past enrollment planning and management practices conveyed in University Planning and Resources Council (UPRC) minutes of 28 November 2018. A motion to return UPRC minutes of 28 November 2018 with a request for clarification and correction (forwarded by Mark Staton and seconded) passed by unanimous consent.

ACTION ITEMS

Second Vote on Revision of Bylaw 7.3.4: Following presentation at the Faculty Senate meeting of 3 December 2018 of proposed amendments to Bylaw 7.3.4 of the Constitution of the Faculty of Western Washington University, the Committees and Reportage section of the Academic Coordinating Commission charge, proposed amendments were posted on the Faculty Senate website and emailed to faculty. No feedback was received during the comment period. A motion (forwarded by Judy Pine and seconded) to approve the revised Bylaw passed with one abstaining vote. The revised language of Bylaw 7.3.4 is as follows:

BL7.3 Academic Coordinating Commission

...BL7.3.4 Committees and Reportage

The ACC shall maintain the following standing committees: the Committee on Undergraduate Education, the Council on University Programs, and Honors Board. The memberships of these committees are approved by ACC, and membership requirements are published along with the charge in the ACC Handbook and on the Faculty Senate website.

Curricular Committees of the Colleges, including the Teacher Curriculum and Certification Council and the Western Libraries Curriculum Committee inform ACC of their memberships.

Standing Committees and College Curricular Committees shall forward their approved records of actions from their meetings to the ACC for review within three weeks. The ACC is empowered to create additional ad hoc or standing committees as necessary to effectively meet its charge.

Second Vote on Proposed Revision of Bylaw 7.4, transitioning oversight of the Academic Technology Committee and the Senate Library Committee from the Faculty Senate to UPRC: Following presentation at the Faculty Senate meeting of 3 December 2018 of proposed amendments to Bylaw 7.4 of the Constitution of the Faculty of Western Washington University, the University Planning and Resources Council charge, proposed amendments were posted on the Faculty Senate website and emailed to faculty. No feedback was received during the comment period. A motion (forwarded by Judy Pine and seconded) to approve the revised Bylaw passed by unanimous consent. The approved revision adds a section 7.4.4 on Committee and Reportage to the UPRC charge, language of which is as follows:

BL7.4 University Planning and Resources Council

...
Bl7.4.4 Committees and Reportage

The UPRC shall maintain the Academic Technology Committee and the Senate Library Committee as standing committees and is empowered to create standing or ad hoc committees as necessary to effectively meet its charge. The charges and memberships of all UPRC committees are approved by the UPRC and reported to and confirmed by the Faculty Senate, and all members, membership requirements, and charges are published on the Faculty Senate website.

Any committees of the UPRC shall forward minutes with records of actions from their meetings to the UPRC as soon as possible following approval. UPRC minutes shall include a record of action items originating in UPRC committees and the acceptance of all UPRC committee minutes.

Discussion Items

Building a Stronger Relationship between Faculty and Enrollment and Student Services: Melynda Huskey, Vice President for Enrollment & Enrollment Services, spoke to Senators about current initiatives and restructuring within the division of Enrollment and Student Services (ESS), and Senators discussed possible means of building a stronger partnership between faculty and ESS.

Senators reviewed the charge of former ACC standing committee, the Recruitment, Admissions, and Support Committee (RASC) and discussed charging a committee to succeed RASC and the potential benefits of charging such a body as a Senate Standing Committee.

Senators adjourned at 5:45 pm.