

University of Puget Sound Faculty Senate  
13 September 2010, 4:00 pm, Misner Room

Senators: Hutchinson, Neshyba, Ward, Singleton, Miller, Spivey, Bartanen, Barry, Johnson, Hamel, Burgard, Howell, Johnson

Guests: McCall, Buescher, Matthews

The meeting came to order at 4:02 pm.

- I. Announcements: Neshyba noted that the first faculty meeting had been moved to Monday, October 4 (4 pm, Th 193).
- II. Election of temporary senators: Dan Burgard (for whole year; replacing Neshyba) and Brad Dillman (for second semester; replacing Lisa Johnson) were elected unanimously as temporary senators. Neshyba said he would consult next runners-up to replace Amy Spivey in the spring.
- III. Special Orders: None
- IV. Reports of committee liaisons: Committee liaisons reported on the election of committee chairs.  
Academic Standards (liaison, Bill Barry): Chair, Gary McCall  
Curriculum (liaison, Fred L Hamel): Chair, Bob Matthews  
Enrichment (liaison, Lisa Johnson): Chair, Peter Greenfield, Fall; Jennifer Utrata, Spring  
Professional Standards (liaison, Rob Hutchinson): Chair: Bill Haltom  
Student Life (liaison, Amy Spivey): Chair: Bruce Mann  
LMIS (liaison, Kristin Johnson): Chair, Mark Reinitz  
Diversity (liaison, Dan Burgard): Chair not yet assigned  
Institutional Review Board (liaison, Elise Richman): Chair, Mary Rose Lamb  
International Education (liaison, Ross Singleton): Chair, Peter Wimberger, Fall; Michael Johnson, Spring
- V. Charges to 2010-2011 Academic Standards Committee:  
Moved (Bartanen) and seconded to charge ASC with the three recommended charges in its 2010 Year-End Report and to add the following charge:  
'That the Academic Standards Committee consider the feasibility of a class schedule that would both implement a common hour for teaching first-year seminars and allow for a "common hour" for faculty governance and/or campus wide events.'

Discussion centered on the fourth charge concerning modifying the class schedule to allow for a common hour. Bartanen argued that such a charge belonged with ASC because this committee in the past had dealt with issues around the class schedule (as opposed to the Curriculum Committee which

approves the annual academic calendar), including proposed modifications (the 'Breitenbach Proposal'). Bartanen also noted that preliminary legwork on the feasibility of a 'common hour' in ASC would save the larger faculty time in its discussion of any such proposal.

Neshyba asked whether the ASC had the 'Breitenbach Proposal' and Barry wondered whether this issue had already been explored. Bartanen responded that 'Breitenbach Proposal' should be in the minutes of the ASC and that her proposal was different from prior proposed modifications of the class schedule.

Buescher asked that in considering feasibility the ASC explore the impact of a common hour on departments with faculty who teach more than one seminar in a semester. Spivey noted also that a common hour might make it difficult for scientists to teach in the first-year seminar program.

The motion was approved. (See end of minutes for list of ASC charges.)

Moved (Ward) and seconded to rescind the ASC action that moved the deadline for completing an 'Incomplete' from midterm to the first Friday of the first week of the following semester. Ward argued that the new policy was more burdensome on faculty who would now have to grade student work at the beginning of the semester, one of the busiest times of the year; he also noted that the new policy seemed unduly hard on students who would have little time to complete an 'Incomplete' after returning to school after winter or summer break.

Bartanen asked whether this was a charge to ASC or a separate Senate action. Ward responded that it wasn't a charge. After some discussion confirming that the ASC action on 'Incompletes' was in fact now policy, it was moved, seconded, and approved to table the motion for later consideration.

Finally, it was also noted that the pass/fail issues (confidentiality and instructor's discretion) that occupied the faculty's attention at the end of last year were no longer under consideration by the ASC.

- VI. Charges to 2010-2011 Curriculum Committee  
Moved (Ward) and seconded to charge the Curriculum Committee with recommended charges 1 and 3-9 of the Committee's 2010 Year-End Report. (Matthews, this year's Chair of the CC, noted that charge 2 concerning the 2013/14 calendar had already been addressed.)

Hamel inquired about the status of the change in policy relating to guidelines and review of "Independent Studies." Buescher, last year's Chair of the CC, said that a new policy would be coming forward, though it was unclear when in the current year. Hutchinson requested that the CC keep the Arts faculty

apprised of changes to the Fine Arts core. Barry asked whether it might be possible to delegate CC review of IS proposals to the Associate Dean. Buescher responded that, initially, the CC itself would probably review the IS proposals.

Moved (Spivey) and seconded to amend charge 7 of the original motion by substituting the word 'senate' for the words 'faculty early in the fall'. The final text of charge 7 would read: 'Codify independent study policy language and bring revised policy to the senate.'

The amendment passed.

The original motion charging the CC passed. (See CC charges at end of minutes.)

- VII. Charges to the 2010-2011 University Enrichment Committee  
Moved (Hutchinson) and seconded to charge the UEC with those charges listed at the end of the 2009-2010 UEC Year-End Report.

Moved (Spivey) to amend the original motion by adding a sixth charge asking the UEC to consider University policy on student travel to countries perceived as posing a threat to foreign travelers. Bartanen responded that the President's cabinet and other offices around the University were addressing this issue. Spivey withdrew her motion.

Original motion charging the UEC passed. (See UEC charges at end of minutes.)

- VIII. The Senate adjourned at 5:06.

#### ASC charges for 2010-2011 Academic Year

1. Continue developing means of implementing the new honor code.
2. Continue exploring on-line study and note-sharing sites and considering responses.
3. Review courses pre-approved for Foreign Language Requirement Substitution (annual charge).
4. Consider the feasibility of a class schedule that would both implement a common hour for teaching first-year seminars and allow for a "common hour" for faculty governance and/or campus wide events.

Respectfully submitted,

William Barry

## CC charges for 2010-2011 Academic Year

1. Review departments and programs scheduled for 2010-11 including the following postponed reviews:
  - a. Humanities
  - b. Physical Education
  - c. Science, Technology, and Society
  - d. Religion
2. Continue consideration of placement into foreign language courses.
3. Continue evaluation of the Connections rubric.
4. Work with the library staff and faculty who teach first-year seminars in the fall to integrate research gateway practices into the seminar curricula.
5. Work with Registrar and Academic Advising to determine if there is a mechanism for students to pre-select their spring seminar based on topic.
6. Codify independent study policy language and bring revised policy to the senate.
7. Address changing the Faculty Bylaws to add a library staff member to the Curriculum Committee membership.
8. Complete Fine Arts Approaches rubric language modification process.

## UEC Charges for 2010-2011 Academic Year

1. Rearrange category caps in place for faculty conference travel funding while trying to estimate what would still result in a median reimbursement of \$1,150.
2. Begin drafting a request to the Budget Task Force that would allow the UEC to reimburse faculty conference travel up to the \$1,350 maximum budget that is currently in place.
3. Draft and approve language for hardships faculty with pending sabbaticals face in meeting IRB requirements for funding.
4. Consider adjustments to student research and travel awards to “spread the wealth.” Some possibilities included lowering the cap for the maximum award or limiting students to one type of award (travel or research) per year.
5. Standardize reimbursement for mailing and printing costs (similar to mileage reimbursement) for student research grants.