

Washburn University
Meeting of the Faculty Senate
March 15th, 2021 at 3pm
Zoom Meeting Hosted by FS Executive Committee

- I. Call to Order
- II. Approve minutes-
 - March 1st, 2021 (pages 2-6).
- III. President's Opening Remarks
- IV. WUBOR/KBOR Update-None
- V. VPAA Update - Dr. JuliAnn Mazachek
- VI. Consent Agenda
 - Faculty Senate Committee Reports-none
 - University Committee Reports-
 - Approval of Academic Diversity and Inclusion committee minutes from December 8th, 2020 (pages 7-8)
- VII. Old Business
 - 21-7 Faculty Affairs Committee Promotion and Tenure recommendations (pages 9-11)
- VIII. New Business- none
- IX. Information Items
- X. Discussion Items
 - Update on Diversity and Inclusion partnerships/initiatives- Wynn/Dempsey-Swopes
 - Returning to "normal"-Morse
- XI. Announcements
- XII. Adjournment

Washburn University
Meeting of the Faculty Senate
March 1st, 2021 at 3pm
Zoom Meeting Hosted by FS Executive Committee

Present: Morse, Miller (C), Stevens, VanDelsem, Watson, Griggs, Krug, Woody, Zwikstra, Mazacheck, Sainato, Kohls, Wagner, Schmidt, Kendall-Morwick, Daniels, Thor, Byrne, Wynn, Dodge, Klales, Smith (D), Moore, Ricklefs, Huff, Erby, Smith (M), Romig, Cook, Friesen, Grant, Wang

Absent: Brooks, Douglass

Guest(s): Wisneki, Rossi, Reisinger, O'Brien, Bearman, Holthaus, Dye, Burdick, Munzer, Kimberly, McClendor, Lee, Bluml, Smith (I), Dickinson, Sellak, Westbrook, Sollars, Conner, Carpenter, Camarda, Sullivan, Barker, Dempsey-Swopes, Stover, Ball (A), Stephenson, Gerhardt-Whiddon, Gonzalez-Abellas, Ball (J), Noonan, Johnson, Miller (J), Maxwell, Hine, Moss, Pratt, Sneed, Mazachek (K), Alexander, Park, Leming, Jones (C), Kwak, Tenny, Perriguet-Keene, Nguyen, Mikulka, McNamee, Steinroetter, Gropitch, Smith (R), Liedtke, Peterson Dealey, Cook-Cunningham

- I. Call to Order at 3pm by Morse
- II. Approve minutes- Motion and 2nd to approve minutes. Approved without discussion.
 - February 15th, 2021
- III. President's Opening Remarks
 - Sign up for vaccine
 - Students already taking advantage of the academic forgiveness program that we approved at our last meeting.
 - We have a lot to discuss today. We will watch the chat and try to get to everyone's question. If we don't get your question, please email to Morse.
 - Will be
- IV. KBOR Update
 - TAAC interested in facilitating transfers directly into programs, KBOR is pursuing a general education package.
 - Will continue to talk about this. WU needs to pause any conversation about gen ed reform until we know what KBOR general education package will be.
- V. VPAA Update - Dr. JuliAnn Mazachek
 - We are having graduation this semester for 2020 and 2021 graduates. We should have an email with details on Wednesday.
 - Budget process is beginning. Expecting things that are frozen will stay frozen. No new monies. If we unfreeze something, then will have to find

money for these programs. Hoping to restore research grants and curriculum development, some travel funds next academic year, maybe some WTE money.

- We are strong financially. Believe next year will be the tougher year. 2021-2022 enrollments important. We have a conservative budget stance for next year as well. No salary program this year.
- Grospitch vaccine update-still waiting for Shawnee county to reply about a meeting request to discuss roll out. 350 have responded to the survey. As soon as we have more information, will share with everyone.
- Bearman: Information sent on new student orientation advising. Group that meets every other Thursday to discuss orientation. The schedule has been condensed to two weeks. Appreciate everyone's help with this. So important. Trying to make it simple, timely and easy for students.
- Small/low enrollment program review update
 - We are not governed by KBOR but fall under their umbrella for many things.
 - Small enrollment program review is done each year by the KBOR, but they are looking at it more intensely this year due to COVID, legislature, and budget.
 - We have not had a small program enrollment review at Washburn in the past. We are under the same scrutiny as other schools so we are launching our own small enrollment program review
 - We want programs at Washburn that students want to pursue and spend our money on these programs.
 - Legislature wants to know how we are going to control cost. Washburn has a commitment to be good stewards of our budget.
 - We are using the same definition on small enrollment programs as KBOR.
 - Mazachek will report to WUBOR on small enrollment programs.
 - Anticipate small program review will become a part of the annual review process.
 - No specific goal on amount needing to cut through this process. Do think this process will be beneficial and seeing this is an improvement process.
 - The process looking at minima as set by KBOR. For undergraduate this is: number of majors; have an average of 25 or more junior, senior, and 5th year majors computed over the most recent 5 years. Number of graduates: should have an annual average of 10 or more graduates over the last 5 years. For graduate programs should have 5 graduates for graduate program and 10 in the program over the last 5 years.
 - Minima applies to all regent schools regardless of size
 - Detailed process: 3 parts:
 - I. Critical assessment by the faculty and leadership of an academic unit of the department's current and future direction in programs and course offerings.

- II. Assessment and articulation of a unit's future potential and identification of priorities for making improvements in degree and course offerings.
- III. Review of department resources for opportunities for efficiencies and potential investments for growth.
 - Not looking at associate degrees or minors.
 - Faculty Senate Executive Committee and deans will make nominations to the VPAA who will choose.
 - Committee to be comprised of tenured faculty, preference for full professor. Mazachek to appoint and chair the committee, members will include: 3 CAS, 2 SAS, 1 SON, and 1 SOBU.
 - As part of this, will review and work on common language for programs, majors, minors, etc.
 - After review, decision will be one of 4 classifications:
 - I. Continue program without change- no further review or change required at this time
 - II. Continue program with improvements- change program curriculum, focus, size, frequency
 - III. Consolidate program- merge program with other programs in department or with programs in other departments
 - IV. Program needs further review- review and consider additional factors to determine continuance, suspension, or discontinuance of program.
 - Question asked if an emphasis is a program. The answer yes. These questions are why we need to look at language. Anything that requires a special degree audit falls in this category.
 - Question regarding criteria and funding. No universal answer. Things are different in different areas. There will be a whole set of data provided to departments when completing this process. Will look at several different things: faculty, sizes, offering, do students get jobs
 - Next steps and why
 - Our demographics are changing, declining trend in Kansas students going to college in Kansas.
 - This process not on program quality but on enrollment. We have to determine if we have resources and must have resources to run our business.
 - Who will make the final decision? VPAA and committee will make the decision, but Mazachek is open to ideas if others should have input.
 - Don't hesitate to reach out to Dr Mazachek with questions or with recommendations.
 - Accreditation requirements will be looked at.
 - Will look at how some programs feed other programs.
 - Try to figure out how our program can be successful, that is the goal. Departments should show how their programs serve the

mission of the university, general education, students, community, etc to tell their story.

- Question if the hiring process has affected enrollment. The university has worked to hire where we have needed to.
- We are not reporting anything to KBOR. HLC and legislature may ask.
- Question when would these changes been seen. Will be based on when works for different programs, as reasonable. Will work over all programs over two years, then build in to annual report
- So appreciate everything that everyone is doing.

VI. Consent Agenda motion to approve consent agenda, 2nd, passed with no discussion.

- Faculty Senate Committee Reports
 - Approval of the Academic Affairs committee meeting minutes from February 8th, 2021
- University Committee Reports-
 - Approval of Board of Student Media Minutes from October 30th 2020, December 21st 2020 and January 28th, 2021

VII. Old Business

- 21-6 Honors Catalog revision- motion to approve and 2nd with no discussion. Approved. Will not go forward to general faculty. Amendment to remove “general faculty on date”. Moved and 2nd. Approved with no discussion.

VIII. New Business- none

IX. Information Items

X. Discussion Items

- Faculty Affairs Committee Promotion and Tenure recommendations – Thor
 - FAC has worked through listening sessions and committee meetings to have this first draft of Promotion and tenure recommendations. Not our job to approve today, continue to work/refine and bring forward March 15th.
 - Interested in feedback. Either now or email Thor with comments.
 - FAC does not believe this document is done.
 - Hope to vote on the final document March 15th.
 - Question about resources used- a large amount of data/research available. Shared via chat.
 - Part E problematic for some- it not the university business what is going on in individual personal life. Not wanting people to feel pressured to share personal information. Not mandatory to share but allowing for sharing of how COVID has impacted individuals.
 - Data shows that disproportional impact on female faculty.
 - Looking at circumstances and how COVID impacted your area. Give the power of the story here.

- Some points where this is straight forward related to COVID, and other places in the document where it is broader than COVID. Recommendation that the document should stay focused on COVID and the current situation.
- Not looking to make things less rigorous
- Question on data related to student evaluation during COVID.
- This will be looked at by department.
- Morse asked if comments/question on other sections than E?
- Wanting departments to review standards adopted in COVID within a set timeframe.
- Challenges of defining time and how long each department and faculty may be impacted
- Discussion how different department have more flexibility with COVID regarding P&T, but other must relook at guidelines.
- FAC trying to look at the broader university
- Question related to stopping the clock for 2 years. A lot of moving parts. Handbook does allow for extensions.
- This is consistent with our mission of 50% teaching. More holistic review of teaching recommended.
- CCPT and UPT pay attention to department criteria.
- Send comments, concerns and any feedback to Thor before next Monday FAC meeting.
- Future work looking at non-tenured faculty and staff.

XI. Announcements

XII. Adjournment motion to adjourn at 4:50pm. Moved and seconded.

Academic Diversity & Inclusion Committee Minutes
December 8, 1 PM

In attendance: Ayella, Berumen, Brown, Burdick, Collier, Cradle, DeSota, Durante, Erby, Grant, Dempsey-Swopes, Hart, Havens, Kendall-Morwick, McClendon, Morse, Nyquist, O'Neill, Sadikot, Scofield, Tatum, Thimesch, Walter, Wasserstein, Williams, Wynn

- I. Minutes from the October 13, 2020 meeting were approved.
- II. Minutes from the November 10, 2020 meeting were approved.
- III. Creating discussion guidelines
 - a. Committee would like to create discussion norms as a way to build trust and establish guidelines for productive conversations that holds space for marginalized perspectives
 - b. Committee was provided a shared Google document that included a draft of proposed guidelines adapted from the article [“Respect Differences? Challenging the Common Guidelines in Social Justice Education”](#) by Özlem Sensoy and Robin DiAngelo; in breakout rooms, members provided feedback on the draft
 - c. Erby will compile suggestions and share at next meeting
- IV. Reports from Student Organization Meetings
 - a. Megan Durantes has joined the committee as a student representative
- V. Old Business
 - a. Webpage to promote diversity courses has been redesigned to reflect the requests made in previous meetings to provide more information and fliers. Thank you to webmaster Chad Beatty for all his work. It is still a work in progress but should be ready to share with campus community in the spring for summer and fall enrollment.
 - b. Juma provided information about a revised proposal to create affinity groups at Washburn. Before revising the proposal, members of the affinity group subcommittee attended a webinar on creating affinity groups in higher ed. The full committee provided feedback on the proposal.
- VI. New Business
 - a. General Education Curriculum Audit Update
 - i. This subcommittee is moving forward with plans to survey faculty who have taught a general education course in the last three years. The survey will be sent to these faculty in mid-December; please, encourage survey to complete the survey.
 - b. WUmester
 - i. Announcement videos are ready to be released.
 - ii. Sustainability Challenges for WUmester 2021 were announced; most of these are free and fun which may make them accessible to more in the WU community.

- iii. C-TEL WUmester planning workshop is scheduled for December 14 @ 10AM
- iv. Harriet Washington, author of A Terrible Thing to Waste: Environmental Racism and its Assault on the American Mind is confirmed to give a virtual presentation on Feb. 18 @ 2 PM

VII. Information Items

- a. A Seat at the Table program with Greater Topeka Partnership – you can join these special conversations at WU. There are two in December and one in January.
- b. On the Map with Forge - International Programs is collaborating with Forge Young Professionals. Williams and Brown will be working together on this project.
- c. Bias Response Network- a process to report bias incidents will launch in the spring.

VIII. Announcements

- a. Upcoming trainings through Academic Impressions (originally shared by CTEL)
 - i. Creating Agile Courses for an Uncertain Year Tuesday, December 8, 11:00-1:30
 - ii. Understanding and Interrupting Privileged Classroom Practices (Academic Impressions virtual training) Friday, December 11, 12:00-2:30

FACULTY AGENDA ITEM

Date: March 9th, 2021

Submitted by: Kelly Thor

SUBJECT: Resolution Recommending Tenure and Promotion Processes Following COVID-19 Outbreak

Description: Recommendations on promotion and tenure to be sent to the VPAA's office for consideration.

Rationale: As has become apparent to everyone, the profound and rippling effects of the COVID-19 Pandemic have changed the way we are able to interact, work, and carry out plans—not only professionally, but personally. Last Fall, Faculty Affairs was asked to consider the many ways COVID-19 had impacted faculty working towards Tenure and/or Promotion and to provide recommendations for ways in which Washburn University could substantively ameliorate these effects at every level of governance.

After consulting a variety of sources for additional information, hosting two listening sessions, and receiving the stalwart support of the Academic Diversity and Inclusion Committee (ADIC), Faculty Affairs proposes the following to the Office of Academic Affairs:

Financial Implications: None

Proposed Effective Date: N/A

Request for Action: *Approval by FAC and FS*

Approved by: *FAC 3/8/2021*

Faculty Senate on date 3/15/2021

Attachments Yes No

As has become apparent to everyone, the profound and rippling effects of the COVID-19 Pandemic have changed the way we are able to interact, work, and carry out plans—not only professionally, but personally. Last Fall, Faculty Affairs was asked to consider the many ways COVID-19 had impacted faculty working towards Tenure and/or Promotion and to provide recommendations for ways in which Washburn University could substantively ameliorate these effects at every level of governance.

After consulting a variety of sources for additional information, hosting two listening sessions, and receiving the stalwart support of the Academic Diversity and Inclusion Committee (ADIC), Faculty Affairs proposes the following to the Office of Academic Affairs:

- a) Request that units and departments revise and/or amend their Tenure and Promotion Standards in light of the changes to research and travel plans that may last for as long as 5-10 years. These revisions should be made in consultation with Tenured and Tenure-Track faculty and delivered to the VPAA Office by August 1, 2021.
- b) Instruct Unit heads to revise their annual performance review forms to include a section that explicitly relates to the impact of COVID on a faculty member's performance.
- c) Encourage Unit and Department heads to use annual performance reviews and the Third Year Review as opportunities to evaluate the faculty member's progress in light of any revised T&P expectations and/or the impact of COVID. For example, the use of multiple versions of student perception forms for the last three semesters should be noted.
- d) Direct Department and Unit heads to consider increasing the weight given to teaching and service in light of the adaptations and innovations in teaching and/or added service to the department, college, and university that many faculty have already accomplished and will likely continue to engage in.
- e) Make clear the ways in which Tenure and/or Promotion Workshops and Review Committees from all levels will be instructed in how to take into consideration the myriad and uneven impact of COVID-19, in order to ensure that revisions at the department level will guide subsequent committee reviews.

- f) Ask that all applicants for Tenure and/or Promotion be given the opportunity to supply an *optional* individual narrative, such as a “COVID Impact Statement.” The ways in which COVID has altered our lives are as diverse as the population of Washburn. Illness, job loss, remote work, disruptions to child care, and the plethora of mental and emotional tolls should be taken into account here. As also recognized by the ADIC statement, people of color and women have been shown to shoulder a disproportionate burden when it comes to the negative impacts of COVID on research, work, and home life. In addition to the impact statement, faculty may also choose to include innovations in this area as well, i.e. to demonstrate the positive changes and contributions they have made in the face of challenges that COVID has created. Faculty are encouraged to consult with their Chair or Unit heads about this statement.

- g) Finally, we request that a written response from the Office of the VPAA be made to the points above, so that we might offer faculty and staff written reassurance that at all levels, Washburn is seeking to create an equitable work environment that acknowledges not only the current reality of COVID-19 but the impact it will doubtless have in the years to come.

Further, we hope that this process might be a vital step in shifting the culture in Higher Education away from a rigid set of silos to one that evaluates our lives and work in a broader fashion. Opportunities to expand definitions around teaching, service, and research are increasing, whether through the integration of teaching and research with the emerging field of “pedagogical research,” the new forms of public scholarship that enable us to bring our scholarship to communities well beyond academia, or the blending of teaching and service with High Impact Community Engagement Practices (HICEP) and the recent grant received by Learning in the Community (LinC) to develop “Community Engaged Scholarship.” Perhaps the greater challenge lies in how we might acknowledge the vital ways our personal and professional lives inform one another and offer substantive support and flexibility for more productive integration of these spheres.

The members of Faculty Affairs thank you for your support in our efforts to provide a dignified and safe space in which to not only tell our stories and voice our concerns but also make these specific requests from the Office of Academic Affairs.

Sincerely,

Faculty Affairs Committee

Faculty Senate