Executive Council Meeting

June 3, 2008, 10:00 am, UW1 211B

Present: Constantin Behler, Steve Collins, Bill Erdly, Dan Jaffe, Nancy Place, Gowri Shankar, Suzanne Sikma and Mike Stiber

Guests: VCAA Susan Jeffords and Chris Gilman

Adoption of Agenda

The agenda was adopted.

Reports of Officers

A. Chair - Mike

Mike reported on the GFO election results for the Chair and Vice Chair of GFO, Dan Jaffe is Chair of GFO, Chuck Jackels is the new Vice Chair of the GFO. Three members were elected to FOCUS, although one member may not be fulltime next year which could make them ineligible to serve their term. Gray will make the final determination on the election results for FOCUS. There still remains a question on the structural issue of FOCUS, does it report to the EC? This matter will need to be decided in the future. The vote on the GFO Bylaws amendments will be completed on June 4, 2008. Mike brought a motion to the EC that will authorize the GFO Chair to approve specific IAS options during the summer that are currently undergoing the tri-campus review.

EC motion

The EC hereby authorized the GFO Chair, upon consultation with available EC members, to approve the IAS option for Environmental Studies, Individualized Study, Interdisciplinary Arts, and Science, Technology and Society upon receipt of comments from tri-campus review and responses from the IAS Program, provided that the comments do not raise substantive issues and no substantive changes are made to the proposal. Mike called the motion, Bill seconded and the motion carried unanimously.

Dan proposed that the EC should set a March 1 deadline for any degree or option proposals for tri-campus review for that academic year. This will insure that there will be adequate time for EC review and completion of the tri-campus review process before the close of the academic year.

B. Vice-Chair - Dan

Dan updated the EC on academic planning, the Chancellor will make an announcement on the 21st Century Campus Initiative and STEM planning by the end of this academic year. The EC would like to see better ongoing communication from the administration on the status of the academic plan and what the next steps will be. Dan told the EC that the UWB and UWT Chancellors will be meeting with the UW Faculty Senate once a year. This should inform the senators about issues that UWB and UWT are dealing with and keep communication open between the campuses. The Chancellors will also meeting with the Faculty Council
on Tri-campus Policy. Dan suggested that we invite President Emmert and Provost Wise to UWB a few times during the year as another means of encouraging direct communication with UWS and bringing governance issues forward. This was supported by the EC.

Approval of EC minutes of May 27, 2008

EC minutes of May 27, 2008 were unanimously approved as amended.

Reports from programs

A. Business

Gowri - Business will vote today on the MBA option to be offered at the Bellevue location.

B. CSS

Bill - The search for a CSS interim director is underway.

C. Education

Nancy - The search for a director of Education has been completed, no decision at this time. Education will offer a Summer Program for middle and high school students focusing on environmental stewardship. Students learn about environmental stewardship through an integrated curriculum in math, science, and language arts.

D. IAS

Constantin - The IAS program meeting is today.

E. Nursing

Suzanne - Nursing has received a Congressional appropriation that will be implemented for the coming academic year. This will add an additional section in the Master's program. This appropriation was sponsored by Congressman Jay Inslee. Congressman Inslee is also interested in energy policy and would like to see this area developed at the Bothell campus.

Reports of Committees

A. Campus Council on Academic Standards and Curriculum - no report.

B. Campus Council on Promotion, Tenure and Faculty Affairs

Constantin - CCPTFA is reviewing the promotion and tenure process and will finalize recommendations to the EC. The council is discussing our policies on promotion and tenure, the role of the CCPTFA and the committee of full professors. They intend to have a policy for review by the EC, the AC and the Chancellor next year.
Dan would like to carry this agenda item over to the first EC meeting of the next academic year.

C. **Instructional and Research Support Committee**

Nancy submitted an end of year report to the EC on recommendations for work by IRSC in the ‘08 - ‘09 academic year. Some of the issues may fall under the purview of the Campus Council on Promotion, Tenure and Faculty Affairs, a campus-wide conversation about criteria for promotion and tenure will bring up issues of research and instructional support. Therefore, the IRSC will make recommendations to the EC, but the question arose, should the IRSC become a policy-making body (a council)?

Recommendations for future work by the IRSC:

- 1. What does it mean to be "excellent" in teaching/scholarship at UWB? What kind of metrics do we provide to measure excellence in teaching and scholarship? What will be the evaluation process? How do we determine the effectiveness of the evaluation methods?
- 2. How do we achieve balance between teaching, research and service at UWB? What does balance look like at UWB?
- 3. Infrastructure - What does the institution need to provide to support research at UWB (e.g. PIPs program, stacking courses)?
- 4. The IRSC should continue as the as the advisory body for the TLC and the ORS.
- 5. The IRSC should identify areas, people and resources that are needed to support research (e.g. statistician, GIS expert) and help define how these resources could be shared across programs.
- 6. Faculty Speaker Series - Carolyn's office will "start small" with monthly Brown Bag lunches during which faculty will share their research. The IRSC should continue to explore funding from UWB Public Relations and Communications and outside sources for a formal faculty lecture series.

EC Response to the IRSC Recommendations:

1. In regards to our question about the roles of IRSC and the Campus Council on Promotion and Tenure, the EC noted that the Council on P&T should decide questions around definitions of excellence in teaching and scholarship.

- 2. Both committees and councils make recommendations that are approved by the EC.
- 3. In regards to our recommendation about disseminating information about faculty research and accomplishments, the EC recommended that we review our web presence, and perhaps even establish a task force to specifically focus on this issue.

VCAA Susan Jeffords attended the IRSC meeting and asked that the committee keep the momentum going on research and the priorities that the committee has set.

**Old business**

**A. Consideration of MOU with UW Educational Outreach regarding conditional admissions for international students.**
Dan welcomed VCAA Susan Jeffords and Chris Gilman to the EC for a discussion and to answer any questions about the UWEO ELP agreement. In collaboration with UWEO ELP UW Bothell would enter into an agreement to cooperate on a Conditional Admissions Program for the purpose of recruiting academically qualified international students for UWB. Under this program, UWB agrees to accept completion of the highest level of the ELP as equivalent to TOFEL in terms of satisfactory evidence of English proficiency for the purposes of admission to UWB. UWEO would work with UWB admissions to bring IEP students to UWB on an academic track and certifies that each student has passed a program of study with outcomes equal to or superior to the AEP program which the UWS accepts. Upon completion of the IEP program with a score of 80% or higher and the recommendation of the teaching faculty and the IEP director, the student begins studies at UWB. ELP’s existing International Marketing Associates (IMA) network will help recruit international students for UW Bothell. All ELP students will be I20 international students.

**EC discussion**

- Recruitment of international students could be one step toward improving UWB’s enrollment.
- Are students in this program prepared for the classroom?
- CUSP is a cohort model, how will these students fit into this experience?
- One of the learning objectives of the IEP program is teaching students how to participate in classroom discussions and developing active skills in communication.
- The vision of a diverse campus with international students could benefit us.
- Increased FTEs would definitely benefit us.
- Capping the enrollment at 200 international students would increase enrollment by 10%.
- We could accept a limited number of students for Autumn 08 that are already in the program and then decide on a number for future recruitment.
- FIUTS, a non-profit student service for international students could open a chapter at UWB to support these students.
- Nursing students would have to go to community colleges first to receive licensure before they could be admitted to the Nursing Program at UWB - this is important information to know before recruiting international students for the Nursing Program.
- As presently planned, this program would only target freshman students for UWB.
- IEP students would have the equivalent of a 550 TOFEL score, a 580 TOFEL score is currently accepted at UWS, however review by the IEP director is thought to be a more reliable indicator of success than the TOFEL score.

**EC motion**

The EC approves waiving the TOFEL requirement for incoming freshman who have completed the highest level of the IEP from UWEO with a grade of 80% or better and who have been personally reviewed by the IEP director. Dan called the motion, Nancy seconded, the motion carried unanimously.

**New Business - no new business for discussion.**

EC meeting adjourned at 12:00 pm

This is the last EC meeting of the academic year