Executive Council Meeting

October 23, 2007, 3:30 pm, UW2 327

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

Guest: Cinnamon Hillyard, Chancellor Kenyon Chan, VCAA Susan Jeffords

Adoption of Agenda

Agenda was adopted.

Approval of EC minutes of February 7, 2007

Approval of the EC minutes of October 11, 2007 will be carried over to the November 13, 2007 EC meeting.

Reports of Officers

• A. Chair - Mike Stiber

Mike updated the EC on the Faculty Senate; Dan Luchtel is the new Chair of the Faculty Senate, he has requested a meeting with the GFO at UWB to discuss faculty governance. The meeting will be coordinated for Winter Quarter. Mike shared information with the EC on governance issues at UWB. The Administrative Planning and Budget Committee is being formed, Craig Purkey is Chair of the committee, representation from the UWB libraries, ASUWB, professional staff and the faculty will, along with Chancellor Chan and VCAA Jeffords start planning the next biennial budget. The GFO Chair will serve on the budget committee and keep the EC informed of key issues. Deadlines on budgetary decisions for both the interim budget and on the biennium budget need to be communicated so that the EC can effectively provide input in this process. The question remains how to align the budget with campus strategic planning. The UWB budget planning process will remain an EC agenda issue and transparency of the budget planning process is essential for the EC to make informed decisions.

• B. Vice-Chair - Dan Jaffe

Dan informed the EC that VCAA Jeffords will attend every other EC meeting to partner with the EC in ongoing discussions on strategic planning and other agenda items.

Reports of Committees

A. Campus Council on Academic Standards and Curriculum

Cinnamon Hillyard, the new Chair of the Campus Council on Academic Standards and Curriculum (CCASC) reported on the first meeting of the CCASC. Council members are Arnie Berger, CSS; Pam Joseph, Education; Jerelyn Resnick, Nursing; Jill Orcott, Student Affairs and Sara Leadley, Library. The
Council reviewed course proposals from IAS, Education and Business programs. Cinnamon will develop guidelines/framework for the council on curricular review. The new charge of the council to advise the EC on matters of policy relating to academic planning and standards is developing and evolving. Barb Van Sant will contact Jennifer Payne, Curriculum Coordinator with the UW Registrar's Office to meet with the Council to assist with establishing guidelines and procedures for curricular review and assessing inter-program academic standards. Some concerns were voiced that the membership of the council this year does not have any senior level faculty involvement. Mike explained that this is a program elected body, so membership was decided at the program level. This council serves as the equivalent of the UW FCAS for UWB.

**B. Campus Council on Promotion, Tenure and Faculty Affairs**

Constantin reported on the Campus Council on Promotion, Tenure and Faculty Affairs (CCPTFA). This council met and made decisions on the council structure with regard to workflow. The council will have a chair and three lead positions which will have responsibility for the following areas:

1. Promotion and Tenure cases (coordinate the process for reviewing the whole record of candidates and advice on promotion and tenure).
2. Policy on Promotion and Tenure (coordinate the review and, if necessary, propose changes to policies and procedures related to campus-level implementation of University appointment, promotion, and tenure policy.)
3. Faculty Affairs - Strategic Planning for UWB (advise the EC on strategic planning issues).

**C. Instructional and Research Support Committee - no report**

**Reports from Programs**

Dan initiated the discussion on reports from programs asking that EC reps bring key issues on program planning forward so that the EC is aware of what planning is currently in process.

**A. Business - no report**

**B. CSS -** Bill Erdly reported that the BA in Applied Computing is up and running.

**C. Education -** Nancy Place reported on the Education Program. Teacher Certification Programs currently offered: Elementary, Middle and Secondary and Reading Endorsement. Future program offering: Teacher Leadership program.

**D. Nursing -** Suzanne Sikma reported on the Nursing Program. Academic strategic planning in the Nursing Program is developing a BA in Health (Notice of Intent), expanding collaboration with Medical Centers in the region doing needs assessment and developing an RN to MN pathway program at UWB.

**E. IAS -** Constantin reported that IAS is working via its CAWGS (Curricular Area Working Groups) in several areas of the curriculum:

American Studies (AMS)
Culture, Literature and the Arts (CLA)

Community Psychology (CP)

Global Studies (GST)

Society, Ethics and Human Behavior (SEB)

MA in Policy Studies (MAPS) - 1 hire

MA in Cultural Studies (MACS) - 2 hires

IAS is also considering majors or concentrations in these areas:

Interdisciplinary Arts

Science, Math, Technology and Society (SMTS)

Environmental Studies

Environmental Science (BES) - relaunched option

Law and Political Economy/Policy Studies (LPEPS)

**EC discussion**

- STEM planning needs to happen at a campus level, not just within programs.
- Where does Biology come into the strategic planning process?
- Is the program planning to turn concentrations into majors?
- Cooperative discussions on program planning should be held across the campus.

**New Business**

Dan welcomed Chancellor Chan and VCAA Jeffords to the EC.

**A. Report on UW-North planning committee - Mike**

Mike presented an overview of the work the UW SIS working group has completed. The timeline for the final report is November 15, 2007. Mike will call a GFO meeting next week to get faculty input, feedback and comments on the SIS campus and UWB strategic planning. A Washington State SIS Needs Analysis made three primary points:

1. The state needs to provide more opportunities for residents to obtain an undergraduate

2. A higher fraction of these degrees need to be STEM fields.
3. Students seeking STEM degrees will travel within or outside the state to obtain these degrees.

There is some question as to whether the data supports the need for a new campus in the SIS region. It is clear that the SIS counties want a campus as a response to an economic need.

Discussion

- UWB must expand their STEM program to meet these needs.
- UWB must work to develop K-16 pathways.
- Long and short term enrollment policies must be developed to increase enrollment at UWB.
- At the same time UWB must maintain integrity in its academic programs as a UW campus.
- Chancellor Chan suggested we look at provisional enrollments, for students who might have some deficiencies, and work with those students to prepare them for college-level work.
- Intensive summer experiences could be another way to provide adequate support to students.

B. Discussion on strategic planning and STEM with VC Susan Jeffords

Susan opened the discussion on strategic planning at UWB. She expressed her interest in continued conversations with the EC and in partnering with the EC on strategic planning campus-wide. She stated that a follow-up summary from the campus retreat could begin dialog with faculty on both STEM and non-STEM planning as well as other critical issues. Academic Affairs will create a website with the notes form the retreat after sharing the information with the Academic Council and the EC. Susan would like to develop a spreadsheet to prioritize the vital information that was gathered at the retreat. She would like to rank issues and include cost, reallocation of current funds and grant funding in thinking about funding things out of these decisions. Discussions with faculty and across campus can start assessing our priorities and move forward benchmarking our strategic plan.

Discussion

- Susan stated that STEM planning was initiated with the ASTP Report as Phase I; she would now like to move into Phase II and begin implementation of STEM planning.
- The ASTP has laid the groundwork for the assessment, benchmarking and study; it is now time to take action.
- CSS faculty responded in support of the ASTP Report.
- The EC presented a motion to the Chancellor in support of the ASTP Report and recommended adoption of the resolution on STEM planning.
- The next steps involve campus-wide initiative to align planning with UWB pedagogy, research and interdisciplinary culture.
- What resources are needed in the next phase?
- One issue that the ASTP group considered was where STEM will reside, where will the organizational home of such an entity be located?
- Other programs could also interact with STEM - the Nursing Health program, IAS, CUSP.

VC suggested that the EC and the administration partner to begin planning for a new STEM program at UWB.
C. Non-STEM planning

EC discussion

- We must be careful not to fragment science further, a cross programmatic approach would be best.
- We must approach STEM and all academic planning with enrollment issues in mind.
- Clearer pathways in science would increase enrollment.
- Science majors will increase enrollment.
- It is important to not lose sight of other planning initiatives.
- How will cluster hiring in STEM affect other program planning, will they be deferred?
- Adding science degrees may close the enrollment gap and add resources for more programs.
- Internally the GFO and Academic Affairs collaboration can set up a timeline and budget to move academic planning forward.
- Externally we can get advise and counsel from an external advisory board, set up some colloquiums.
- We can build elements of social justice into our science, math and technology program. Create a socially relevant curriculum; represent the students we wish to serve.
- Create a presence in a broad number of communities. Reach out to women and minorities.
- Other initiatives must be grown along with STEM, we must be balanced.
- Now is the time to create a space for scholars to begin this process.
- One thing is necessary - transparency in the process of prioritizing our programs and the decisions made to get there.

The meeting adjourned at 5:50 pm

The next EC meeting will be Tuesday, November 13, 2007

Minutes submitted by Barbara Van Sant