

Executive Council Meeting

April 12, 2007, 9:00 am, UW2 327

Present: Constantin Behler, Steve Collins, Bill Erdly, Kevin Laverty, Alan Leong, Carol Leppa and Mike Stiber

Absent: Nancy Place

Guest: Hung Dang

Adoption of Agenda

Agenda was adopted.

Approval of EC minutes of February 7, 2007

EC minutes of February 7, 2007 were approved.

Reports of Officers

A. Chair - Steve Collins

Steve updated the EC on the revised bylaws and presented a document that compares the old and new versions side-by-side. He stated that the new bylaws were modeled by intent on the UW Senate. The new campus councils would have a broader scope of work, could form committees and draft legislation for submission to the EC or at the request of the EC. The EC would represent the faculty voice on all matters of academic policy, budget, planning and general welfare of campus. Two other campus councils, the new Campus Council on Academic Standards and Curriculum and the Campus Council on Promotion, Tenure and Faculty Affairs would advise the EC and the Vice Chancellor of Academic Affairs.

EC discussion:

- With the new structure, will the councils adopt levels of legislation? Will there be classes of legislation (A, B, C, etc) as in the UW Senate? Is it worth considering at this stage of drafting the new bylaws?
- Does the legislation from the councils go to the EC or directly to the GFO?
- Will promotion and tenure decisions made by the council go through EC or directly to the Vice Chancellor? Should a policy state this?
- The UW Handbook makes no recommendation on full professors serving on promotion and tenure councils.
- Additional councils may be created as the need arises.
- The Instructional and Research Support Committee should remain as a statutory sub-committee, as a faculty advisory committee.
- The Student Relations Committee should remain as a statutory sub-committee, as a faculty advisory committee on admissions and commencement planning.

The EC recommends the following revisions to the GFO bylaws:

- Remove the requirement for the full professors serving on the Campus Council on Promotion, Tenure and Faculty Affairs.
- The Campus Council on Promotion, Tenure and Faculty Affairs will advise the Vice Chancellor on P&T cases and the EC on policy decisions.
- The constitution of both councils should be revised from proportional to equal representation. The EC favors one representative from each program over proportional representation.
- The representatives on the Campus Council on Promotion, Tenure and Faculty Affairs will be elected through a campus-wide election.
- The Instructional and Research Support Committee should remain as a statutory sub-committee, as a faculty advisory committee.
- The representatives on the Campus Council on Academic Standards and Curriculum will be elected through the programs and as ex officio, non-voting members, representatives of the campus library staff (as is current practice with the Curriculum Committee) and Student Affairs (to liaise with faculty on academic standards) will have membership on the council.

Motion:

The EC moves to allow an email vote on forwarding the revised GFO bylaws to the GFO. Kevin called the motion, Bill seconded the motion. The motion carried.

B. Vice-Chair - Mike Stiber

Mike called for the EC to schedule an additional meeting Spring Quarter, a meeting was confirmed for Monday, April 23, from 9:00 - 10:00 am.

Reports of Committees

- A. Curriculum Committee - has met regularly.
- B. Faculty Affairs
- C. Instructional and Research Support Committee
- D. Strategic Planning and Budget
- E. Student Relations - no commencement speaker has been approved.

Reports from Programs

New Business

- A. IT and CSS minor curriculum changes

The EC reviewed the proposed changes to the Information Technology minor and the CSS minor that the CSS faculty approved. The curriculum changes proposed will reduce the number of admission credits from 45 - 55 to 25 - 30 credits. This will allow freshmen to begin taking classes in the IT or CSS minor and allow them to declare their minor in their first year at UWB. By eliminating the prerequisites and reducing the number of credits, completing a minor becomes more achievable for transfer students.

Motion:

The EC approves the IT and CSS minor curriculum changes as proposed. Kevin called the motion, Steve seconded the motion. The motion carried.

B. MBA curriculum changes

The proposal to change the structure of MBA Integrated Practicum was reviewed by the EC. The proposed change to have the practicum in one quarter rather than two will make it easier to adequately staff and implement the program. The Business faculty have approved the proposed change.

Motion:

The EC approves the Business proposal to change structure of MBA Integrated Practicum as proposed. Steve called the motion, Constantin seconded the motion. The motion carried.

C. Vote on final sophomore admissions criteria - Hung Dang

Hung presented a draft flowchart diagramming the flow of the transfer admission process at UWB to the EC for feedback or comment. This flowchart outlines the steps that Student Affairs uses in reviewing transfer credits and university admission core requirements to evaluate transfer students for admission to UWB. Students with 80 or more credits are admitted to programs. Students with 45 - 79 credits are given a holistic review and admitted as pre-majors, and in some cases sent to the programs for possible admission to the program. The Business Program must approve all pre-Business majors. Hung distributed the "Minimum Transfer Application Requirements" to EC, noting that there was a change from 2.75 to 2.50 GPA in Q/SR requirements for the minimal scores for standard admission for pre-majors. The EC recommends that the minimum transfer application requirements be reviewed in one year, after one cycle of administering transfer admissions.

Motion:

The EC approves the "Minimum Transfer Application Requirements" with the revision from 2.75 to 2.50 GPA in Q/SR requirements for the minimal scores for standard admission for pre-majors. Steve called the motion, Kevin seconded the motion. The motion carried.

D. Campus-wide planning for STEM in response to the ASTP Group Phase I report

Mike proposed a motion, the "Resolution of the EC on Science, Technology, Engineering and Mathematics (STEM) Planning" to the EC. The resolution calls for implementation of the ASTP's Phases 2 and 3 to create an academic structure and develop STEM-related majors and minors as expeditiously as is possible. He noted that the EC endorsed the ASTP report and recommended that the UW Bothell Administration use this document as part of its model for planning for and evaluation of new majors, minors, concentrations. It is the responsibility of shared governance to get the academic planning process moving forward and to have a strategic plan to present to a new chancellor. The CSS Program letter states that CSS is committed to supporting the next-phase campus-wide planning for STEM-related programs. The EC will make a strong recommendation to form a cross-programmatic task force to proceed with the next phases of planning based on the ASTP report.

Action item:

Mike will draft a resolution to send to the EC to form a cross-programmatic task force to proceed with the next phases of planning based on the ASTP report.

E. Community Psychology Review

In April 2006, the EC provisionally approved the Community Psychology concentration in IAS pending a full review by the EC of the support for service learning in 2007. The question now before the EC is whether there is sufficient budgetary support of the program. A request will be made to the IAS program for a summary of budget requirements and implications for the new option and what resources are in place to sustain the program.

F. Revision of student evaluation reports: bring UWB into congruence with UWS?

This agenda item will be carried over to the next meeting.

The meeting adjourned at 12:00 pm.

Minutes submitted by Barbara Van Sant