

PPBC Agenda: 13 February 2020

1. Minutes from 02/13/2020
2. Discussion of Math COPEP addenda updates (see attached email and documents from Arpad)
3. Discussion of Personnel Committee language in section III C. of COPEP in relation to section 7.7.2.3 in CBA
4. Report from Student Senators
5. Update from DAC (time permitting)

Meeting on the horizon: Meeting with EHS representatives (03/12)

2.27.2020 PPBC Meeting:

Attendance: John Gilbertson, Andy Klein, Dietmar Schwarz, Thanh Le, Arpad Benyi, James Hearne, David Rider (minutes), Takele Seda, Brady Foreman, Jackie Caplan-Auerbach, Brad Johnson, Elias Bashir, Kristopher Aguayo

Agenda Items and Notes:

1. Minutes from 2.13.2020
 - **Motion to approve minutes from 2.13.2020 PPBC meeting, seconded. 10 in favor, 3 abstain.**
2. Math COPEP addenda updates
 - Discussion regarding updates to Math Addendum in COPEP per recommendations from PPBC from Fall 2019 (changes made to addendum and responses from Math Dept listed in an email from Arpad Benyi dated Dec 9, 2019).
 - **Motion to approve changes made to Math Addendum. Seconded. Approved by unanimous vote.**
 - Recommendation made for a including a statement at beginning of all COPEP addenda that:
 - describes that candidate should explain that they haven't had time/opportunity to initiate or apply new requirements or standards
3. Personnel Committee language in COPEP section III C. in relation to section 7.7.2.3 in CBA

- Discussion regarding role of Personnel Committee in Review of Faculty: Tenure and Promotion (COPEP section III.C and CBA section 7.7.2.3)
- Council agreed that there is a need to add language to COPEP to make the role of Personnel Committee more clear.

- outlined as item #2 (pg.21) of the COPEP: *"[The Personnel Committee] Deliberates in closed session and makes its judgment as to each candidate's qualifications for tenure and/or promotion following the criteria for each rank outlined in the COPEP, and the departmental addendum to the COPEP..."*

- Council's interpretation of Personnel Committee Role- to provide checks and balances on the Dept evaluation process. Examine if Departures from a Department's standards, as outlined in addenda, have occurred.

- **Suggested action- Add sub-bullet to Point #1 like that below:**

1.5 – The Personnel Committee evaluates a Candidate's dossier relative to standards reflected in the CBA, COPEP and individual addenda to confirm that the Department's evaluation of the Candidate meets or conforms to the standards specified in the addendum."

- as outlined as item #2 (pg.21) in COPEP: *"In keeping with the CBA (section 7.7.2.3), a tenure and promotion committee member, who is a member of the candidate's department, shall not participate in the candidate's review."*

- Council had discussion of who on committee should participate and who should recuse themselves of discussion of Candidate's dossier and promotion case. Council agreed to emphasize the recusal of a Personnel Committee member in the COPEP. Council also acknowledged that the Personnel Committee may have questions regarding content of a Candidate's dossier and that those questions should be directed to the CSE Dean, not any recused Personnel Committee member(s).

- **Suggested action- Modify Point #2 to:**

2.0 - ... In keeping with the CBA (section 7.7.2.3), a tenure and promotion committee member, who is a member of the candidate's department, is recused and shall not participate in the candidate's review.

4. Report from Student Senators

Concern of CSE students – CSE is growing without keeping the wellness of faculty, students and staff in mind. The impression is that CSE enrollment pressure is leading to negative experiences for many individuals. Resulting teaching loads that are associated with the CSE growth are taking away from quantity and quality of commitment to Service and Research by faculty.

- Council had a discussion about this.
- Council recognized that there are many external and internal pressures to grow. Council recognized that there should be better policy to quantifying teaching loads like the Credit-hour policy (e.g. there should be some standard for what is a credit - 36 minutes instruction per credit per week in some classes, vs 50 instruction per credit per week in others).
- Council also noted that steps are being taken throughout CSE that will affect CSE growth (e.g. a hard cap in enrollment in some Dept next year). Council agreed that CSE will learn from this step.
- Council recognized that there is a need for more equitable way for a student to go through one's major (e.g. there are more and more students with less preparation for mathematics and as a result, some are not advancing past their first required courses for their majors). Council recognized a need for a wide-spread discussion and participation by all CSE Departments in any steps that might be taken to alleviate this.

5. DAC updates

A. Shelli Soto (Associate Vice President for Enrollment Management), who runs Admissions/Registrar's Office, visited DAC for a discussion. She conveyed that moves are afoot for how admissions is re-shaping in order to address enrollment challenges (The office is using high school graduation data to inform how to admit students to WWU). The outcome of ensuing discussion at DAC – WWU is still going to focus on admission strategies that fit with current CSE mission(s) (e.g. CSE still wants to be active in balanced and targeted recruiting).

- Council had a discussion about this.
- Council recognized the need for a college-wide admission strategy and should work with Admissions/Registrar's Office on defining and executing such a strategy. Council recognized the need for balanced and targeted recruitment where (i) equity, inclusion and diversity goals amongst student population are respected, (ii) under-represented minorities and (iii) high achievers are admitted, etc. Council recognized that in order for there to be equitable admission of students, Admissions/Registrar's Office should look at all metrics of success.
- Council recognized the need for students to feel out disciplines at WWU. Council recognized that GURs and important for this. CSE may need to revisit the roll of these GURs.

- Council enquired about admission rates - Council was reminded that Fact-book has internal reports and statistics for this. Acceptance rate was acknowledged as being very high.
- Council enquired about proportion of students going to CSE – Council was reminded that there are ~3000 majors in CSE (second by population to CHSS; CHSS has more departments). Council also reminded that Fact-book has all this data.
- Council recognized that WWU a unique institution in how it serves WA and the Nation. Council recognized that it is hard to compare and learn from admissions policies/strategies that other institutions in the Nation have applied (e.g. enrollment trends tend to be very dependent on geography).

B. DAC had a discussion about summer schedules.

The outcome of ensuing discussion at DAC – There is a need to design a way for CSE Departments to work together on scheduling. Any new such summer schedule would need Financial Aid to be extended to into the summer quarter (otherwise only privileged students will take advantage of summer courses).

- Council had a discussion about this.
- Council recognized that adopting a summer teaching quarter would solve a lot of student problems.
- Council enquired about the length of courses. Council was informed that a summer quarter could only be as long as 9 weeks long (instead of 10 weeks).

Next PPBC meeting (03/12) reminder. – Sue Sullivan expected to join meeting. Discussion about staffing and the CLIP program (which is currently on hold).