

Faculty Senate Minutes

April 09, 2019

Willamette Room, WUC

Primarily paperless, wou.edu/facultysenate

3:15 - 3:30 p.m.

Better Know a Colleague (informal gathering, optional)

3:30 - 5:00 p.m.

Business Meeting

1. Call to order: 03:30 p.m.

2. Call of the roll (by circulation of sign-in sheet)

3. Corrections to and approval of minutes from previous meeting

3.1. March 12th Meeting

- Approved as posted

4. Institutional Reports

4.1. Faculty Senate President's Report (Adele Schepige)

- See report on website
- Taking nominations for Faculty Senate president from the floor:
 - Melanie Landon-Hays nominated Emily Plec, who is potentially interested, pending some changes in her division. Adele will follow up by April 23rd.

- Draft chart of faculty senate position terms:
 - Curriculum manager - lack of clarity on how this is assigned and how course release works.
 - IFS senators - Term is three years, per IFS bylaws, not two.
- Draft process chart
 - There is currently no process in place for requesting program location delivery. A draft process is in the report.
 - Computer science would like to offer an IS program at Chemeketa's Salem location, but needs faculty approval from accreditors for a program to be offered from a different location than our main campus and it's unclear what the process is for these kinds of requests.
 - **Comment:** Recommend a process that needs senate approval.
 - Comment from Sue Monahan: When we put in the request, we will be asked to prove that our faculty approved it. The two current Salem programs went through this a bit differently, since they were new, whereas the IS program already exists.
 - **Question:** Would we need to get approval for a face to face class online
 - Answer from Sue Monahan: We would need to if a program were offered more than fifty percent online, just the same as if more than fifty percent of a program were offered at a different location.
 - Comment from Rob Winningham: If things are outside of our twenty-mile radius, we also need to go through the HECC.
 - **Question:** For new programs that might come through, would we also have to determine fit with the strategic plan? Who would people go to?
 - Answer from Sue Monahan: A conversation with me would be a good first step, so we can look at the various things.
 - Answer from Rob Winningham: Once a program is approved, the provost's office will work with the program and Sue prior to it going to HECC. An advanced warning would be helpful for programs. Provost would like to know as early as possible if a new program is wanting to be implemented at Chemeketa or other locations.
 - For the IS program being offered at Chemeketa, Tad will present it as new business at the next meeting.
- Representative Process chart
 - Question marks mean Adele is looking for more accurate information and asks those who have spent time in these positions to provide feedback on accuracy of the chart.
- W/FTE positions chart

- Adele will speak with Gavin about the process for Honors Program election. Erin will forward Adele a memo about how this position is handled, as well.
- Greyed boxes signify new positions
- Question: Where does Faculty Coordinator of Interdisciplinary Studies go in these charts?
 - Answer: the w/FTE chart.
- Question: Curriculum system manager programmer, am I understanding correctly that the library is paying that half?
 - The fte is associated with Camila's position description, not the library or the position itself.
 - Follow-up question: If this position were to change to someone else, would it go within the FTE chart? Or does this fall within library services?
- As Adele updates this chart's accuracy she will present next meeting for review again.

4.2. University President's Report (Rex Fuller)

- Thank Dr. Monahan for her work as ALO, asked her to provide updates on her work with the accreditors and assessment.
 - **Comments from Sue:** We had an accreditation review visit last week and the reviewers met with a lot of faculty and other members across campus. The sense we got from them was that we have done a lot of work and are on the right track, and have a lot of mechanisms in place now that we did not have before. The review purpose was not to provide more recommendations but a formative assessment to show us what we might still need to work on before our fuller review. Goal for 2023, to have evidence of success of new curriculum, including proof of student learning improvement, development, and growth. Thanked everyone involved for their help during this accreditation and assessment.
- Next steps: write a report, reviewed by NWCCU Commissioners, and leads to discussion on what is next in the process.
- Update on Board of Trustees
 - Meets April 17th, 12pm informal meeting and 1pm formal meeting starts
 - Follows HB 4141, student finance and tuition needs. The board will be considering the resident and non resident costs, which follows HB 4141, student finance and tuition needs. It is important that we offer an affordable path to graduation. The Ways and Means Co-chairs budget has University funding is at 40 million additional, which is more than the zero additional that was in the governor's budget but still 80 million short of what we need.

- The governor and Oregon senate has approved Doug Morse, Senior Vice President, Emerging Brands and Asia Pacific at Columbia Sportswear, as a new board member. His first official meeting is next week. Provides a new perspective to the board, his bio is up on the website for the board.
- The board's main item of business will be undergraduate tuition, and the entire Board docket will be posted to the board's website.

4.3. Office of Academic Affairs' Report (Rob Winningham)

- See full report on the faculty senate website.
- Invitation to a presentation by a newly hired Psychology professor on becoming a Hispanic serving institution. This will take place at 4 during the board meeting on April 17th.
- **Question:** Is there any update on the Doctorate of Physical therapy?
 - No update on funding. One thing that we need to work on is changing an ORS dating from 1997, which says that EOU, SOU, and WOU offer degrees up to a Master's degree. We are working on attaching this to an existing bill. We have agreements from EOU and SOU to change this, and there will need to be a public hearing before it is approved.
- **Comment:** On the GenEd recommendations for the major. Keeping them as recommendations is key in the transfer world. We need to be sure not to call out specific pathways through the GenEd so that our programs are still accessible to transfer students.
- Ayad Aktar reception begins at 5:30.
- Rob and Camila are hosting a celebration of the campus community's recent work at Crush on April 15th from 4-6 pm.
- **Question:** What should the syllabus statement be called on our syllabuses? And does this replace the previous version?
 - Student Absence Notification Statement. It should replace the existing statement.
- **Question:** I had a student who came to a faculty member with a concussion with over a month of recovery and a month of accommodation from the professor. How can we approach that to ethically and fairly give the student what they need as educators?
 - Office of Disability Services is where that student should go.
 - Follow-up: Is ODS able to respond quickly enough? This became a grievance issue as the student felt they did not receive adequate accommodations.
 - Follow up from Rob: If the medical issue requires that amount of time, believe one should send the student to ODS to provide documentation. We can not change the curriculum for one student, any long term accommodation should need a

recommendation from ODS. A well designed, syllabus may help alleviate any future issues.

- **Question:** What about a medical note that doesn't give out details?
 - Rob will talk to Ryan about language and will give an update.
- **Comment:** I would appreciate more advice from ODS or Ryan Hageman, due to experiences in the past. For example, when to offer other options like medical withdrawals vs short-term accommodations.
- **Comment from President Fuller:** We might want to consider having ODS come and give another presentation to give us more answers and guidance on this topic.
- **Comment:** If there could be a way to flag time sensitive medical concerns within ODS this may be an extra tool we could add.

4.4. IFS Report (Leanne Merrill, Thaddeus Shannon)

- See full report on faculty senate website.
- The NWCCU issue mentioned in the report is no longer an issue, as they have updated their report to include mention of shared governance and academic freedom. AUP and IFS have overlap this brought in IFS into this discussion. Comment period has been extended until April 15th, you are still welcome to comment. Redraft is due in May with the above changes about shared governance and academic freedom.

4.5. General Education Committee Report (Breeann Flesch)

- See report on faculty senate website

5. Consideration of Old Business

- No old business

6. Consideration of New Business

- No new business

7. Informational Presentations and Committee Reports

7.1. WOU Cyber Security (Michael Ellis)

- A chart on WOU's layered network security is available on the faculty senate website.

- Brief overview: Cyber security at WOU can be considered like a “castle,” with the following defenses.
 - Umbrella: an Open DNS product, ensures that websites accessed are legitimate and don’t host malware (or malicious ads).
 - Border firewall: We have one, distinguishes local from outside network content. This is not the only layer we have, and also connects our VPN.
 - Fire Power: Internal Firewall, groups every area of network into zones and protects these zones individually. Intrusion protection.
 - ISE Network authentication: simply authenticates devices, prevents hackers from using our wifi to gain information.
 - Data Center: “crown jewels” “the good stuff”. A number of things happen here, as listed on the chart.
 - DUO to be rolled out slowly via Moodle, for portal authentication.
 - Desktop Security: Everyone is required to log in when you connect, Sophos and InterceptX are our virus watchers. Stops programs from infecting other computers on campus.
 - User Security: Future training for cyber security, about dangers of surfing “high risk” content.
 - External Support
- **Question:** Sometimes I get this “danger” box, however it depends on the browser whether I can access the site or not. These are web addresses I have used before.
 - Some browsers are extremely restrictive, so use the less restrictive one if you need to access it and are sure you need to. If you’re on campus, you will be better protected. Anyone is also welcome to e-mail Michael directly.
- Follow-up: I travel for work and sometimes have to find restaurants to eat. I find I can’t always access these websites if they have content about alcohol.

Certain types of content are more likely to bring about malware. So these sites are blocked more frequently, even if it is a restaurant that happens to sell wine. Recommendation: opening the site on your phone and turning the wifi off.
- **Question:** Is there any advantage to shutting down your computer overnight?
 - From a security standpoint, it depends. Computers not being turned on can sometimes avoid attacks. It can be a good idea to shut down computers from a performance standpoint, as well.
- **Question:** Could you go over the understanding of password managers.
 - UCS uses password management tools. They are great, it encrypts your password and protects it. Please don’t write passwords on sticky notes on your keyboard.

- Follow up question: Is UCS able to recommend some or encourage some?
 - Michael will look into our policies going forward about this.
- **Question:** Is there any guidance on using a VPN?
 - They are not useful for people in many situations but are okay if you need one, but there is no need to use one on campus. VPNs may be helpful during situations where you are off campus and wish to connect to on campus.
- **Question:** How is a VPN different from a VM and how do you use that?
 - A VM is a Virtual Machine, a simulated desktop environment running on a server with a number of others. VPN stands for Virtual Private Networking, and is designed to connect from insecure locations to a secured location. All traffic with a VPN is routed to a secured location. They can be useful for accessing files on-campus if you are working from an off-campus location.

7.2. Kognito, Veterans on Campus (Colin Haines)

- Rescheduled to first Informational Report on April 23rd due to time constraints.

Meeting adjourned: 4:59 p.m.

5 – 5:15 p.m.

Better Know a Colleague (informal gathering continued, optional)