

**Approved: 6/3/99**

**ASSEMBLY MINUTES  
May 4, 1999**

The Assembly was opened by Chair Dan Mielke at 3:15 p.m.

**I. Welcome and Approval of Minutes**

Minutes of the April 6, 1999 Assembly meeting were approved as distributed on eastalk.

**II. President's Update**

1. Enrollment Update - FTE is up 2.5% for winter term. Retention is everyone's responsibility. The increase is proof of everyone's participation.
2. Television Executive Forum - Eastern is one of four institutions (out of 400) to be previewed by the Television Executive Forum, hosted by Jim Lovell, former astronaut. The Executive Forum will be videoing campus soon. The video will be used in advertising and marketing and will be aired nationally sometime in June.
3. Employee Recognition - Dr. Creighton announced that the Employee Recognition Committee (for classified staff) did a great job on the program. Nancy Baldwin is the recipient of the Distinguished Staff Member award, Congratulations!

**III. Action Items**

- a. EPCC Items:
  1. A motion was made and seconded to approve Biol 357 (General Ecology) credit change from 5 to 4 and to add Biol 358 (General Ecology Lab - 1). Motion passed.
  2. A motion was made and seconded to approve BOT 203 (Plant Biology - (5) and General Education, Science course. Motion passed.
  3. A motion was made and seconded to accept the biology Minor change to accommodate the above approved items. Motion passed.
  4. A motion was made and seconded to approve the Minor in Interdisciplinary Writing and Rhetoric (funded by EOCCC for next few years). A discussion took place. Motion passed.

5. A motion was made and seconded to add Hum 328 (Interdisciplinary Rhetoric - 3) and Sci 317 (Advanced Science Writing - 3) to the Interdisciplinary Writing and Rhetoric Minor. Motion passed.
6. A motion was made and seconded to accept items F-J of the EPCC request as written, “Mus 201 (Famous Composers and Their Works - from 2 to 4 credits), Psy 460 (Experimental Psychology - 5 - as Capstone experience, Psy 403 no longer capstone experience), Political Science (Minor requirements change), Minor in Engineering Science, addition of BS in Theatre Arts”. A discussion took place. Motion passed (30 in favor, 20 opposed).
7. A motion was made and seconded to approve the request to add the following language to the *Faculty/Staff Handbook*:

“Course substitutions for baccalaureate major requirements may be made by a student’s academic advisor provided the substitution is recorded by the advisor at the time the substitution is approved. Waivers of major degree requirements would be expected only in exceptional and rare circumstances; require the recommendation of the student’s academic advisor and the approval of the appropriate school dean; and must be recorded at the time the waiver is approved. Where minor programs are part of the structure of baccalaureate majors (e.g., as in certain formats of the Liberal Studies and Multidisciplinary Studies degrees), course substitutions require the recorded approval of a representative of the discipline offering the minor; waivers require recommendation of a disciplinary representative and approval by the dean responsible for the discipline in which the minor is offered.”

Motion passed.

2. General Education Ad-hoc Committee:

The Executive Committee moved that the Assembly approve the proposal to establish a General Education Ad-hoc Committee. The purpose of the committee is to review general education requirements and to propose new general education requirements. A discussion took place. Concern was expressed regarding the avenue in which this information will be forwarded to the Ag and Nursing programs. It was mentioned that the responsibilities would be sub-divided respectively to committee members. It was also mentioned that the recommendations need to go through the respective schools prior to being brought to the assembly. An amendment to the motion was made to amend the statement in the first paragraph to read, “That recommendation is to be made in early Spring, AY 1999-00 with the expectation that *the schools* and Assembly would act to approve a new program of general education at the end of that academic year, ...”. Motion passed.

3. Elections

Assembly committee ballots were distributed to the Assembly. Ballots were collected and results will be reported on Monday via email.

**IV. Five Minute Access**

1. Promotion and Tenure Awards - Dr. Shepard announced the following:

Step Increase Awards: Joan Bock, Sandra Boren, Dave Girrard, Mike Irish, Kay Scully, Christian Steinmetz, Laurann Taylor

Promotion and Tenure:

- Dr. Elizabeth Boretz promoted to Associate Professor and awarded Indefinite Tenure
- Dr. Kathleen Dahl awarded Indefinite Tenure
- Dr. Robert Davis promoted to associate Professor and awarded Indefinite Tenure
- Dr. John Thurber promoted to Associate Professor and awarded Indefinite Tenure
- Dr. James Tooke promoted to Professor and awarded Indefinite Tenure
- Dr. Jay Van Tassell promoted to Full Professor

2. Pierce Library - Dr. Shepard mentioned that primary and secondary source information is being collected regarding the naming of the Library. Charles Coate, Greg Monahan, George Venn and Bob Moody have been asked to form a recommendation.
3. Phi Kappa Phi - Rob Davis invited everyone to join Phi Kappa Phi. The initiation will be held on June 11, 1999 for new members. If you are interested in joining please contact him.
4. First Year Experience - Christian Steinmetz gave an overview of the program. It will be delivered to first term students and peer leaders. Faculty are needed to teach SSCI 110 - (2) - (S/U). It was mentioned that teaching this course will be in load with release time. Teaching faculty, OHSU faculty, Ag program faculty and administrative faculty are eligible to teach.
5. Arts and Sciences Update - Dr. Ellston reported the achievements and activities of many faculty and students from the School of Arts and Sciences this year.

Meeting adjourned at 4:23 p.m..