Woodring College of Education  
Woodring Advisory Council Meeting  
Tuesday, May 09, 2017  

Minutes  

Attendees: Pamela Brock, Sara Chiabai, Gail Coulter, Karen Dade, Paula Dagnon, Greg Hoffenbacker, Francisco Rios, Anselmo Villanueva, Laura Wellington, Carola Williams  
Regrets: Larry Antil, Peter Johnson, Bruce Larson, Trula Nicols, Nat Reilly,  
Recorder: Karen Olstad

<table>
<thead>
<tr>
<th>Agenda Items</th>
<th>Discussion</th>
<th>Action</th>
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<tbody>
<tr>
<td>Welcome, Re-Introductions</td>
<td>• Francisco welcomed everyone</td>
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| Announcements                 | • **Update on Incoming Dean’s Visit**—An open forum with incoming dean, Horacio Walker is scheduled for Tuesday, May 24 from 2:00-3:30. All faculty and staff are encouraged to attend. Bruce Larson will facilitate. The discussion will focus on opportunities and challenges for the college.  
• **Reminder about State Scholarship for Teacher Recruitment**  
  $500K fund for teacher education. The bar was very high for people to receive the scholarships. WWU had 2\textsuperscript{nd} highest number of recipients with five. There is another $500K pool available for student teaching. If you know of students that would be qualified, please encourage them to apply. Francisco is hoping the state will realize the need for more funding based upon number of applications.  
• **Follow Up on Building Safety Concerns**  
  Karen Dade reported that the Bellingham Police Chief, Assistant Chief, and Communications Officer met with President’s Task Force for Equity and Diversity to discuss safety for women on campus and racial profiling of perpetrators.  
  Bellingham Police Department is part of network with Whatcom County. When an incident happens and the victim gives a description, the BPD’s first priority is identifying and locating the perpetrator. They include the information all of the information provided by the victim that would be most helpful to do that.  
  For Woodring/Miller Hall – they recommended video |        |
cameras for the stairwells and in the bathroom area. They also endorsed use of pepper spray. Gail suggested that signs be posted saying that the premises are being monitored by video cameras. Carola suggested that signs be placed in basement warning people that cell phone connectivity is limited, so they aren’t surprised when they cannot connect.

Another concern is that classroom windows on the first floor are left open and no one feels responsible to make sure they are locked at night. Green coats have been alerted to check.

- **Presidential Scholar** for outstanding graduate student – No one was nominated by Woodring. Please let Department Chair know if you know of someone. It is important that Woodring is represented.

- **Equity and Diversity Award** committee is looking for student nominees.

### Reports from Leadership Councils

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<thead>
<tr>
<th>Council</th>
<th>Information</th>
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<tbody>
<tr>
<td><strong>Faculty Affairs Council (FAC)</strong></td>
<td>No report</td>
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<td><strong>Chairs &amp; Directors Council</strong> – Kevin Roxas</td>
<td>–looking at admission GPA, UIC payment issues, Dean transition</td>
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<td><strong>Staff Advisory Committee (SAC)</strong> – Carola Williams</td>
<td>–Looking for nominations for new Co-Chair as her term expires at the end of this year. A SAC meeting is scheduled for Wed, May</td>
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<td><strong>By Laws Committee</strong> – Anselmo Villanueva</td>
<td>–Final recommendations sent to Francisco, no longer up for discussion; next step will be to vote. Must have 2/3 of eligible voters cast a vote in order to adopt.</td>
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<td><strong>Strategic Planning</strong> – Francisco Rios</td>
<td>–Each department and unit should have received request as to what is already being done toward our strategic priorities. Will be reviewing at next meeting. The group has been discussing the organization’s beliefs and values and why they are important to us. The committee has drafted some potential belief and values statements and plans to share all of these materials will the new Dean.</td>
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<td><strong>Action Team Update</strong></td>
<td>– Group put together to work on preparation for future steps in current political environment in supporting marginalized students.</td>
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Karen Dade reported that EDC reacted to what Action Team brought forward and are sharing with various groups within Woodring. Anselmo said that there is so much information coming from various sources, question how to monitor/manage all the information. Sylvia Tag from the library is helping to organize and developing resources for how people can help/respond in different situations. Coordinating with the Blue Group so as not to duplicate efforts. Hope to have some recommendations for the new Dean. Also hope to do a college wide survey
with just a couple of questions on what the recommendations should be.

### New Dean On-Boarding

Francesco asked group what things are important to WAC to be included in his on boarding process. What things does the group want to make sure he is up-to-date on and aware of during his first 6 weeks (Aug 1-Sept 15). Suggestions included:
- Creating a culture of technology
- Being responsive to students in K-12 as well as at WWU.
- “Home front stuff” (i.e. Welcome Wagon) help make connections in community to support practical & personal things.
- A list of frequently used acronyms

### WAC on WAC

Francisco distributed the *Duties, Membership, Terms, Chair for WAC* as background and follow-up to answer the question as to reason for WAC’s existence.

Carola said that it is important because it is so diverse and representative of the entire college.

Also important for information sharing so that different departments know what the others are doing and can offer advice.

Greg said that he remembers time before WAC, there was poor communication and more misinformation. Thinks the WAC has been valuable to build relationships and communication between departments.

### Student Engagement / Involvement For 2017-18

Francisco said that he has been struggling to get students to participate in WAC, if this is advisory body for college, it is vital. How can we increase student participation for fall? Pam said that the charge of the committee might seem too daunting for a student; maybe have something more concise and student oriented. Karen D said she agreed but said that it has been difficult to get students to participate in various committees. Need to help students see how it relates to the work they are doing and the benefit they will receive by participating. Suggestion was also to have a smaller block of time for students with a more focused topic. Francesco said that we’ve tried to engage with SWEA as student representatives but that hasn’t worked well. Anselmo said that he could write WAC participation into his students’ job descriptions, perhaps other departments could do the same. A challenge is working around their class schedules.

### Future Meeting Topic

- Plan for Internationalization
- Plan for Student Representation on Committees
- Building Safety Concerns
- College Budget
### Next Meeting

| NEXT MEETING: To be determined. Typically we have met during a retreat at beginning of academic year, but that will be up to new Dean. Francisco will mention to Horacio during his May visit and let us know what he decides. |