Sent for Senate Approval: 12/02/2025
Senate Approved:

Official Minutes
Senate Outreach & Continuing Education Committee Meeting
11/19/2025

Call To Order and Approval of Minutes

Call to Order: SOCEC Chair Shawn Knabb called the meeting to order at 4:01 p.m.

Approval of Minutes: The October 15 meeting minutes were approved electronically on October 20, 2025.

Reports and Announcements

There were no reports or announcements.

Discussion Items

- **Revision to Committee Schedule for Winter-Spring:** Chair Knabb reviewed the new meeting dates for Winter and Spring quarters, which represented the results of a scheduling polls. Due to a teaching conflict, Susan Haines, CFPA, will work to find proxy.

- **Current Membership Roster/Charge:** Committee members reviewed the current committee roster as set forth in its charge under Faculty Senate bylaws (section 7.7). The following roster amendments were discussed based on University reorganization changes:

    - Remove IEP/Language and Culture Programs (programs were eliminated)
    - Revise name from Institute of Global Engagement to Global Engagement Office (GEO) (continue to have SOCEC overlap, especially involving Study Group issues)
    - Add Vice Provost for Outreach and Continuing Education as a non-voting member, to reflect membership structure of other Senate Standing Committees.

Committee Action: A motion by Tim Kowalczyk (and seconded) to approve the recommended changes to the roster was unanimously approved.

The Committee also discussed whether the provision in the charge to require a faculty member who teaches through an off-campus state-funded program continued to be relevant. Last year, the faculty member serving in this role decided not seek reappointment because of this issue. Members agreed that faculty and administrators from non-Bellingham programs such as Western on the Peninsulas could be invited to attend committee meetings on an as-needed basis

Committee Action: A motion by Lindsay Foreman-Murray (and seconded) to delete the provision requiring off-campus faculty representation was unanimously approved.

It was noted that the SOCEC roster changes as passed will need to be approved by the Faculty Senate as an action item before they go into effect. This is likely to occur as part of technical corrections to the Handbook during the Winter Quarter.

- **Annual Senate Reporting Requirements:** Committee members discussed the reporting requirements in the current charge (Senate bylaw 7.7) in light of OCE reorganization. The Vice Provost for Outreach and Continuing Education will capture the current organizational charge and provide feedback to the Committee about what reporting he believes the faculty would be more interested in. SOCEC will then provide additional recommendations for revisions. During discussion, it was noted that some OCE reporting is moving to the Office of Institutional Effectiveness/Factbook, which may also impact the types of information that would be included in a separate report to the Senate.

  The Vice Provost will present information to SOCEC at its January meeting for review and discussion.

- **OCE Website Follow-Up Discussion:** The Vice Provost Squires reported that OCE's website will redirect to the University Catalog. Webtech is still working to update information. In addition, the IEP classes currently listed on the Catalog site will need to be canceled through ACC. The page will be updated annually.

Items from the Floor

CiHS Website: Vice Provost Squires reported that a reported that a new College in the High Schools website will be going live soon.

CiHS MOU: The Vice Provost reported that bargaining with UFWW on the CiHS MOU has just opened. Because the MOU has expired, it is hoped that the MOU will be finalized as soon as possible.

Adjournment

Committee members adjourned at 4:47 p.m.

SOCEC Attendance
11/19/2025

Voting Members			Non-Voting Members		
Shawn Knabb	CBE (Chair)	x	Robert Squires	Vice Provost, OCE	x
Vacant	CHSS	na	Ryan Larsen	Global Education Office	--
Tim Kowalczyk	CSE	x			
Vacant	Fairhaven	na	**Recorder**		
Elizabeth Stephan	Libraries	x	Becky Johnston	Faculty Senate	x
Michael Medler	CENV	x			
Jennifer Green	WCE/Off-Campus	x	**Guests**		
Susan Haines	CFPA	x	Andrew Blick	OCE	x
Lindsay Foreman-Murray	Faculty Senate	x			
Emerson Tucker	ASWWU Senate	x			
Vacant	UFWW	na			
Vacant	IEP/Language & Culture Programs	na			

Voting Attendees	8
Non-Voting Attendees	3
Total Attendees	**11**