

**WESTERN MICHIGAN UNIVERSITY  
FACULTY SENATE EXECUTIVE BOARD**

**Minutes from 10 August 2007**

**Members present:** Osama Abudayyeh, John Jellies, Mary Lagerwey, Dasha Nisula, William Rantz, Judith Rypma, and Dennis Simpson.

**Member absent:** Wiliam Rantz.

**Also present:** Janice Varasteh, Faculty Senate Administrator.

*The meeting was called to order by Senate President Mary Lagerwey at 11 a.m.*

**Action/Discussion Item**

***Acceptance of the Agenda***

***Approval of the Executive Board Minutes of 15 June 2007***

Approvals for today's agenda and the minutes from the 15 June Executive Board meeting were moved and accepted.

***Provost Search Committee***

Lagerwey reported President Dunn had requested the Senate Executive Board forward names of faculty to serve on the Provost Search Committee. He would like a 15 member committee made up of half faculty membership. Board members unanimously nominated Lagerwey to serve as a senior faculty representative. The Board suggested an email be sent to faculty requesting self nominations if interested in serving. The Executive Board will review those nominations and then forward a list to the president for his consideration.

***Updates – Mary Lagerwey***

Lagerwey asked for thoughts on possible administrative title/position changes of two positions: vice president for research changed to vice provost for research and provost and vice president for academic affairs changed into two positions of provost and chief operating officer and vice president for academic affairs. An article supporting the latter change was noted which stated this was the arrangement at numerous other universities, as the duality of the role as both provost and vice president for academic affairs prompts conflict.

***Fall Executive Board Meeting Schedule***

Fall 2007-08 Executive Board meetings will be held on Fridays from 3 to 5 p.m.

***Budget and Faculty Fees for 2007- 08***

Executive Board members voted unanimously that the faculty fee requested for 2007-08 remain at \$13. The Faculty Senate has not requested an increase in the faculty fee amount since 2002 even though the

Senate Bylaws state that the fee increases shall be indexed to the across-the-board faculty salary increases.

### ***Professional Concerns Committee***

Lagerwey reported meeting with Registrar Barbara McKinney to discuss the number of late grade change requests the Registrar's Office was dealing with. Lagerwey also attended two hearings of the Grade and Program Dismissal Appeals Committee in July. One hearing reviewed program dismissals and the other late grade change requests. Lagerwey is scheduled to meet with Susan Caulfield, director of academic collective bargaining & contract administration, to discuss changes that might need to be implemented by the Professional Concerns Committee in the fall to streamline the GAPDAC procedure to better service students. Lagerwey will serve as the Faculty Senate liaison to PCC this year.

### ***Status of Constitutional Amendments***

The constitutional amendments passed by the Senate on 1 March and approved by the faculty on 20 April, will be on the Board of Trustees agenda at their 14 September meeting.

### ***Council Charges***

In an effort to solicit administrative input on charges to the Senate's councils, Lagerwey had to date met with Lewis Pyenson, dean of graduate studies; Lowell Rinker,

vice president for business and finance and chief financial officer; James Gilchrist, vice provost for academic operations, and Bassam Harik, interim provost and vice president for academic affairs. Lagerwey also met with Raja Aravamuthan, chair of the Undergraduate Studies Council, and has meetings scheduled with the chairs of the other Senate councils.

### ***Campus Planning and Finance Council:***

(John Jellies is the Faculty Senate liaison to CPFC in 2007-08.)

How is budget planning done?

Concerns have been voiced about the appearance of Miller Plaza and who determines when and where trees are cut down on campus.

Instead of going "green," is WMU going "cement?"

Concerns of poor lighting and safety on campus should be addressed before September.

### ***Graduate Studies Council:***

(William Rantz is the Faculty Senate liaison to GSC in 2007-08.)

It was requested the Graduate Studies Council be charged with addressing a review of thesis for plagiarism prior to publishing. It was noted plagiarism in a thesis constituted research misconduct and the Human Subjects Institutional Review Board frequently dealt with issues of that nature. It was also mentioned that institutional oversight could be dangerous and departmental faculty should be responsible for monitoring plagiarism by students.

Address concerns about Graduate Faculty Status.

***Graduate Studies and Undergraduate Studies Councils:***

Simpson brought forward concerns regarding the curriculum review process that had been expressed to him. Members requested more information be gathered regarding specific concerns for future discussion.

***International Education Council:***

(Judith Rypma is the Faculty Senate liaison to IEC in 2007-08.)

The relationship between the Haenicke Institute for Global Education and IEC and the role of the Study Abroad director was questioned. Concern was expressed regarding review of programs that faculty were not involved in. Board members decided to invite Dean McCloud to meet with them to clarify the structure of HIGE.

***Undergraduate Studies Council:***

(Dasha Nisula is the Faculty Senate liaison to USC in 2007-08.)

It is anticipated this will be a very active council especially due to the Western Edge.

Review of the WMU writing requirements and undergraduate advising were suggested as charges.

General Education Policy and Assessment Comment (GEPAC) is currently reviewing baccalaureate writing at WMU and in addition will receive a specific charge to come up with a policy on University writing. A motion was made to allow GEPAC to continue as a sub committee of USC for one more year. The motion was seconded and approved.

***Technology and Operations Council:***

(Dennis Simpson is the Faculty Senate liaison to TOC in 2007-08.)

Elected members have been meeting over the summer so the council can officially resume meeting in the fall.

***Research Policies Council:***

(Osama Abudayyeh is the Faculty Senate liaison to RPC in 2007-08.)

Is research suffering as a result of low faculty numbers?

**Other**

There was discussion on multiple aspects of issues pertaining to the University.

The next Executive Board meeting is scheduled for Friday, 7 September, from 3 to 5 p.m. in the Faculty Lounge of the Bernhard Center.

**Minutes**

Graduate Studies Council, 24 May

## **Correspondence Received**

Agenda, Graduate Studies Council, 28 June

Report, 2 July, from Susan Stapleton, Research Policies Council chair, 2006-07 year end council report.

Report, 5 July, from Leigh Ford, Graduate Studies Council chair, 2006-07 year end council report.

Letter, from James Gilchrist, vice provost for academic operations, regarding memorandum of action (MOA) 03/05, Accelerated Degree Program (revised 2007.)

Email, 10 July, from James Gilchrist, vice provost for academic operations, requesting the Executive Board review suggested changes to the curriculum process.

Email, 14 July, from Nancy Falk, Emeriti Council chair, notification that Ruth Heinig will serve as the Emeriti Council's representative on the 2008 Faculty Retirement Recognition Committee.

Letter, 1 August, from President Dunn, appointing Zoann Snyder, Sociology, to serve as a member of the Human Subjects Institutional Review Board.

## **Correspondence Sent**

Letter, 15 June, to President-Elect John Dunn, congratulations and welcome from the WMU Faculty Senate.

Letter, 18 June, to Eli Rubin, History, accepting his resignation as departmental Senator.

Letter, 18 June, to James Butterfield, Political Science, accepting his resignation from the International Education Council.

Emails, 6 July, to presidents of the Graduate Student Advisory Committee and Western Student Association, requesting student members for the 2007-08 Senate councils.

Letter, 5 July, to John Houdek, Emeriti Council chair, requesting nomination from Emeriti Council to serve on 2008 Faculty Retirement Recognition Committee.

The meeting adjourned at 1:10 p.m. Minutes submitted by Janice Varasteh.