

**WESTERN MICHIGAN UNIVERSITY  
FACULTY SENATE EXECUTIVE BOARD**

**Minutes from 7 September 2007**

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

**Guests:** Eileen Evans, vice provost for institutional effectiveness, and Barbara McKinney, registrar.

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

*The meeting was called to order by Senate President Mary Lagerwey at 3 p.m.*

**Action/Discussion Items**

***Acceptance of the Agenda***

***Approval of the Executive Board Minutes of 10 August 2007***

A motion was made to approve the agenda. The motion was accepted. A motion was made to approve the minutes of 10 August. Simpson requested an amendment to the draft minutes. The minutes from the 10 August Executive Board meeting were moved and accepted as amended.

***Pandemic Flu Planning – Eileen Evans and Barbara McKinney***

Evans reported on the University's Pandemic Flu Committee, which is working to prepare a response at WMU in the event of a pandemic caused by the spread of the Asian bird flu. She explained that two of three conditions exist for its anticipated spread and the Centers for Disease Control rates the probability of a pandemic flu outbreak at three on a six point alert system. While most flu strains hit the youngest and oldest populations, this strain will infect 20 to 50 year olds as well, which raises the stakes for universities to have a preparedness plan in place. An anticipated 30 to 35% absentee rate for personnel would obviously effect University operations. Evans reported she had received valuable information in talking to WMU faculty member Kieran Fogarty, Interdisciplinary Health Studies Program. Situations, such as how licensed practitioners on campus would be mobilized to assist, where stricken students would be housed once Sindecuse reached capacity, etc. were discussed. McKinney spoke about the disruption of classes and academic scheduling. Due to Federal regulations regarding financial aid, etc., universities cannot have some courses operative. All courses must be operative.

The Board members were asked for their input. Two additional faculty members were suggested for consultation. Abudayyeh volunteered that, once the Pandemic Flu Committee reached the appropriated stage in its planning preparedness, the Civil and Construction Engineering Department could provide a computer generated simulation of the anticipated situation. Lagerwey suggested the use of the bell tower in signaling. Evans welcomed further suggestions at anytime. Two Web sites she recommended for further information were: [www.PandemicFlu.gov](http://www.PandemicFlu.gov) and [www.michigan.gov/mdch](http://www.michigan.gov/mdch).

### ***Assessment Council – Eileen Evans***

Evans repeated a previous request she had made to the Senate. She would like the Senate to consider adding an assessment council. Currently the University Assessment Steering Committee operates according to the University Assessment Plan and Timetable passed by the Faculty Senate in 2002. UASC performs functions that assist in the areas of faculty support yet is not connected to the Senate. It was suggested UASC might move into the Senate as an assessment council. The Board agreed to review and take the request under consideration.

### ***Updates – Mary Lagerwey***

Lagerwey reported faculty members in Health, Physical Education and Recreation were very pleased that President Dunn would be joining their department.

Faculty membership on the provost search committee had not been finalized.

There was a question about awarding posthumous degrees to students. Current policy states that decision rests with the department or unit the student was in. Jellies moved to endorse the existing policy for awarding posthumous degrees and Simpson seconded it. The motion was accepted.

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.

There was confusion regarding the status of ex officio members on councils. In keeping with the current Faculty Senate policy, Simpson moved to enforce the policy that an ex officio member of the Senate is counted in the quorum, has the right to vote, and the same rights of any other member. The motion was seconded by Rypma and accepted.

Open Learning allows the student one year to complete on-line course work. It is seen as a support aid to the Western Edge. Members requested the dean of Extended University Programs be invited to speak to them.

### ***13 September Faculty Senate Meeting***

The agenda was reviewed and it was agreed that the two presentations by Jim Gilchrist, vice provost for academic operations and chief information officer, on grade reporting and changes to the University Curriculum Review Process be introduced as information, not action items. Susan Caulfield, director of academic collective bargaining, will give a brief informational presentation on the student grade and program appeal process. Both President Dunn and Interim Provost Harik had responded they would be attending and make remarks.

### ***Council Charges***

Lagerwey requested members review the charges for the councils they served on. She welcomed comments or suggestions by email and was planning to attend and introduce the charges at the first meeting of each council.

**Other**

The next Executive Board meeting is scheduled for Friday, 21 September, from 3 to 5 p.m. in the Faculty Lounge of the Bernhard Center. Keith Hearit, interim vice provost for enrollment management and dean, Lee Honors College, will be attending to discuss the Western Edge.

**Minutes**

International Education Council, 21 June

Graduate Studies Council, 28 June

**Correspondence Received**

Memorandum, 24 July, from Academic Collective Bargaining and Teaching Assistants Union, guide to faculty/supervisors regarding teaching appointments of graduate and doctoral graduate assistants and doctoral associateships.

Flyer, 31 August, from Pam Rups, Instructional Technology Center, promoting 10 free hours of technical service available to faculty.

**Correspondence Sent**

Letters, to members reappointed to the Faculty Retirement Recognition Committee: Darryl Salisbury, Career English Language Center for International Students, reappointed for one-year as committee chair; Ruth Heinig, professor emerita, reappointed for one-year membership from Emeriti Council; Mark Liermann, theatre, reappointed for three-year membership.

Emails, 22 August, to 83 faculty members, congratulating them on being awarded tenure and/or promoted in 2007-08.

Letter, 23 August, to departmental Senator, requesting his interest in continuing in that role due to his lack of attendance in past Senate year.

The meeting adjourned at 5:10 p.m.

Minutes submitted by Janice Varasteh.