

**WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE EXECUTIVE BOARD
MINUTES OF 21 January 2011**

Members present: Osama Abudayyeh, Van Cooley, John Jellies, Peter Krawutschke, Mary Lagerwey, William Rantz and Delores Walcott.

Absent: Judith Rypma. **Also present:** Janice Anderson, Faculty Senate Office.

The meeting was called to order by Faculty Senate President Peter Krawutschke at 11 a.m.

Action Items

*Acceptance of the Agenda
Approval of 17 December 2010 Executive Board Minutes
Approval of 9 December Faculty Senate Minutes*

It was moved and seconded to accept the agenda as amended to allow time for Jellies to report under Discussion Items. Motion carried.

Approval of the 17 December 2010 Executive Board minutes was moved and seconded. Motion carried.

Approval of the 9 December 2010 Faculty Senate minutes as amended was moved and seconded. Motion carried.

Agenda for the 3 February Faculty Senate Meeting

The Board was notified that President John Dunn would not be attending the Senate meeting as he would be out-of-town at another WMU event. The agenda was set to include the usual procedural items; a memorandum of action from the Professional Concerns Committee - MOA-10/05, Undergraduate Enrollment Caps; and a presentation on e- books. Krawutschke requested that Eileen Evans, vice provost for institutional effectiveness, be asked to respond to continuing concerns on ICES, the Instructor and Course Evaluation System. The Board also added differential tuition and Faculty Research and Creative Activities Award Committee (FRACAA) chair membership to the Research Policies Council as information items.

Faculty Research and Creative Activities Award Committee Chair Membership

On behalf of the Research Policies Council, Steven Ziebarth, chair, requested that the chair of the FRACAA be included as a regular or ex officio member of that council. He provided information about the position and rationale as to why this should be done. Jellies moved that the chair of FRACAA serve as an ex officio member of the RPC (for the duration of the FRACAA chair's term.) Lagerwey seconded and the motion carried. This action will be placed on the 3 February Senate agenda for a first reading, with the second reading and vote to take place at the March Senate meeting.

Topics for Meeting with Administration on Monday, 7 February

Members discussed and agreed upon suggested topics for conversation in advance of the dinner meeting. They requested those topics be forwarded to administration on

1 February. Jellies and Lagerwey reminded the other members that they would not be able to attend the meeting due to teaching commitments.

Discussion Items

Jellies reported on non confidential issues from the search committee meeting for the registrar. Board members had several concerns with the job description that had been posted in the Chronicle of Higher Education. Krawutschke said he would contact Provost Tim Greene to point those out immediately.

Updates – Peter Krawutschke

Krawutschke reported on his meeting with the president. He mentioned a town hall meeting would take place in the Fetzer Center on 1 February from 5-7 p.m. to provide information and discussion on the proposed new facility for archives. He suggested this as an agenda item for the March Senate meeting.

Administration has signed both of the Professional Concerns Committee's memoranda of action – MOA-10/01, Hardship Definitions and Verification, and MOA-10/02, Course Actions.

Council and Committee Reports from Liaisons

Academic and Information Technology Council – Walcott reported the AITC was aware of problems with the Haenicke Institute for Global Education Website but the Office of Institutional Technology does not provide service for that site.

International Education Council – Lagerwey reported Vice Chair Steve Malcolm chaired the January meeting. The HIGE Website has been out of service which has caused problems for students attempting to submit applications for study abroad. Some students report they are being advised to not consider study abroad, due to conflicts with the Western Edge graduation time schedule. IEC expressed concerns about its relationship with HIGE, as HIGE has not yet sent its response to the American Council on Education Lab report to them.

Campus Planning and Finance Council – Diane Anderson, vice president for student affairs, spoke about two issues within Sprau Tower: the possible relocation of the 1st floor student cafeteria and future use of the 10th floor of that building. Chair Rick Gershon was receptive to Jellies request to address differential tuition at the next CPFC meeting.

Graduate Studies Council – No report.

Research Policies Council – Abudayyeh reported the council discussed FRACAA and Support for Faculty Scholarship Award (SFSA).

Extended University Programs Committee – No report.

Strategic Planning Committee – Rantz is serving on this university committee as the representative from the Senate Executive Board. He reported there have been two

meetings so far with President Dunn attending the first one. The goal is to develop a strategic plan for the university.

Lee Honors College

Two proposals from the Lee Honors College – establishment of an Honors College Faculty Fellows Designation and request to raise the LHC grade point average – were provided to the Board as information items. These proposals will be upcoming Undergraduate Studies Council agenda items.

Minutes

1. Research Policies Council, 2 December
2. Graduate Studies Council, 2 December
3. Committee to Oversee General Education, 2 December
4. Transfer of Credit Committee, 9 December
5. International Education Council, 9 December

Correspondence Sent

1. Email, Cancellation of the 11 January Undergraduate Studies Council meeting

Correspondence Received

1. Agenda, Research Policies Council, 13 January
2. Agenda, Committee to Oversee General Education, 13 January
3. Agenda, Campus Planning and Finance Council, 18 January
4. Agenda, International Education Council, 20 January
5. Agenda, Graduate Studies Council, 27 January

The meeting adjourned at 1 p.m.

Janice Anderson
Faculty Senate Office