

**WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE MEETING
Minutes of 17 May 2012**

The 2011-12 Faculty Senate met in the Fetzer Center Banquet Rooms. There were 45 Senators and substitutes present. **Absent:** B. Applegate, D. Anderson, J. Asumadu, B. Barton, J. Berkow, K. Bondarchuk, V. Cooley, H. Dooley, J. Dunn, B. Ferrin, J. Gilchrist, K. Harvey, K. Hearit, G. Hega, B. Johnson, R. Manley, M. Mickus, M. Mingus, H. Nibert, J. Oh, L. Bierlein Palmer, W. Sauck, D. Simpson, D. Swoboda, A. Veeck, G. Veeck, B. Wagner. **Also present:** Britne Amos, Chair, Graduate Student Advisory Committee; Janice Anderson and Suzanne Davenport, Faculty Senate Office; Gary Bischof, Graduate Studies Council; Jody Brylinsky, Associate Provost for Institutional Effectiveness; Carrie Cumming, Interim Registrar; Betty Dennis, Associate Dean, Extended University Programs; Alex Enyedi, Dean, and Terrell Hodge, Associate Dean, College of Arts and Sciences; Jan Gabel-Goes, Faculty Development; Carla Koretsky, Associate Dean, Lee Honors College; John B. Miller, Professional Concerns Committee; Joe Reish, Dean, University Libraries; Sue Stapleton, Dean, Graduate College; Raymond Thompson, Associate Dean, College of Aviation; Tony Vizzini, Dean, College of Engineering and Applied Sciences.

Faculty Senate President Peter Krawutschke called the meeting to order at 5 p.m. He noted there were two meetings this evening, and as May meetings are special sessions, their agendas are not subject to review or modification.

PROCEDURAL ITEMS

Approval of Minutes

The 5 April 2012 minutes were approved as published.

*Faculty Senate Executive Board Report – Peter Krawutschke,
Faculty Senate President*

Faculty Senate President Peter Krawutschke gave the following report:

- He recognized Past Senate President John Jellies' return to the Senate from medical leave.
- He thanked those who served on the Senate and/or its councils and committees and recognized Senators whose terms ended with the 2011-12 session:
 - Jennipher Wiebold, Blindness and Low Vision Studies
 - Judah Ari-Gur, Mechanical and Aeronautical Engineering
 - Sharie Falan, Nursing
 - Richard McDonald, Sociology
 - Jan Bedrosian, Speech Pathology and Audiology
- His term as Senate President concludes at the end of this meeting, but will continue to serve as past president for one year on the new Board.
- He thanked the Executive Board members whose terms conclude this evening:
 - William Rantz, Aviation
 - Van Cooley, Education and Human Development
 - Mary Lagerwey, Nursing
 - Judith Rypma, English
 - Delores Walcott, Interdisciplinary Health Programs

- Osama Abudayyeh, Engineering and Applied Sciences
- He thanked Senate Office staff members Janice Anderson and Suzanne Davenport, for their assistance.
- Although President Dunn was attending another function tonight, he (and the WMU Board of Trustees) had been given the results of the Senate's appraisal in advance of tonight's meeting. Krawutschke invited Bill Rantz to give an overview of the appraisal.

Vice President Bill Rantz provided the following presidential appraisal summary information: 940 appraisals were sent, 231 were returned, for a 25% response rate.

The average number of responses in the following categories were:

Average	Positive	Negative	Neutral/No Basis/Don't Know
Leadership	66	21	27
Internal Relations	68	16	28
External Relations	77	11	26
Marshalling Resources	57	21	36
Management	44	24	46
Overall Effectiveness	71	21	22

Senate President Krawutschke continued with his report:

- He noted the Senate's contributions to the Higher Learning Commission's review; initiating task forces to understand and resolve issues with the WMU School of Medicine and Instructor and Course Evaluation System; and support of the university and academic Strategic Plans.
- He thanked President Dunn and Provost Greene for being good colleagues, good listeners, and good shepherds of the University who he believes understand the difference between shared information and shared governance.

Remarks – Tim Greene, Provost and Vice President for Academic Affairs

Provost Greene commented on the following:

- As President Dunn was at a conference in Cleveland, he sent his thank you to the Senate for another very successful year and to the Senate Executive Board and Senate President Krawutschke for good counsel and humor. President Dunn looks forward to working with incoming Senate President William Rantz and the Executive Board. President Dunn noted the importance of the Senate and its committees in the overall governance of the University. He thanked those who participated in the presidential evaluation, noting the summary and comments were helpful and the overall evaluative process is healthy to sustain an institution that acknowledges the importance of feedback and continued growth.
- Susan Stapleton, professor of chemistry and former associate dean in the College of Arts and Sciences, was introduced as the new dean of the Graduate College.
- Two searches are ongoing – 1) dean of the College of Education and Human Development and 2) associate provost for the Haenicke Institute for Global Education. Both job descriptions have been finalized.

- For enrollment, yield is most important now as accepted students decide which school to attend. A one percent change in yield equals 140 students.
- This summer the solar car race will be coming through Kalamazoo.
- Shared governance is a two-way dialogue and he looks forward to working with the new Senate leadership.

ACTION ITEMS

MOA-12/07, Faculty Initiated Grade Change – John B. Miller, Professional Concerns Committee

John Miller explained the MOA provides tweaks to the grading policy and to some degree were driven by the registrar so that: 1) all students are given due process and students given incompletes are treated no differently than other students seeking a grade change and 2) a policy is in place as to the length of time faculty may initiate grade changes.

It was moved and seconded to approve MOA 12/07 Faculty Initiated Grade Change. Discussion followed, primarily regarding the first of the two recommendations in the MOA:

- (1) Add one sentence at the end of the second paragraph under “I” Incomplete: Instructors should not provide either additional or alternate work to students after the semester has ended and a grade has been assigned.

It was moved and seconded to amend item (1) by removing “either” and “or alternate” so the phrase reads “Instructors should not provide additional work...” Motion carried.

Substitute Senator Kritzman moved, seconded by Past President Jellies, to amend item 1 by inserting “after” a “final” before “grade”. Motion carried.

It was moved by Senator Nelson and seconded to change the Undergraduate Catalog placement of item (1) from the Incomplete section to the Grade Change section. Interim Registrar Carrie Cumming was in attendance and concurred with this change. Motion carried.

Past President Jellies moved, seconded by Senator Ayers, that the main motion to approve MOA-12/07 Faculty Initiated Grade Change be approved as amended. Motion carried.

Instructor and Course Evaluation System Task Force – Peter Krawutschke

At the 1 March meeting, the Senate approved establishment of the Instructor and Course Evaluation System Task Force. He asked for a motion to disestablish the Senate’s task force to avoid parallel committees, as the Provost’s Office is forming a committee to address ICES that will consist of three members each from the Senate, the AAUP, and the administration. A motion was made by Past President Pancella, supported by Senator Pence, to disestablish the Senate ICES Task Force. Motion carried. Krawutschke announced the names of the Senate representatives: Richard Gershon, Communication; Louann Bierlein Palmer, Educational Leadership, Research and Technology; and Teresa Crumpton, Speech Pathology and Audiology.

MOA-12/05, Credit Hour Policy and MOA-12/06, Monitoring Enrollment – Gary Bischof, Council Officer, Graduate Studies Council

Senate President Peter Krawutschke explained that MOA-12/05 and MOA-12/06 were the result of charges to the Graduate Studies Council and Undergraduate Studies Council. The charges were prompted by a Federal mandate that all universities have policies for these in place by 1 July 2012. Krawutschke asked for their approval to meet the mandate and noted the MOAs may be revisited by the Senate in the future, if that is the wish of the membership.

Gary Bischof, a member of the Graduate Studies Council, presented MOA-12/05 and explained that WMU had no clear policy defining a credit hour. Jody Brylinsky, associate provost for institutional effectiveness, commented that the intent of the policy is to be a minimum. Substitute Senator Kritzman moved, supported by Senator Huang, approval of MOA-12/05, Credit Hour Policy. Motion carried.

Bischof presented MOA-12/06, Monitoring Enrollment, and noted that up until now it was not required that faculty include a last day of recorded attendance or activity for students not completing a class. Jody Brylinsky commented that this was now required for financial aid auditing. It was moved and seconded to approve MOA-12/06 Monitoring Enrollment. Motion carried.

Senate President Krawutschke indicated the AAUP has been informed of these MOAs. Due to the urgency of having MOA-12/05 and MOA-12/06 approved in time to meet the Federal mandate of 1 July 2012, it was moved and seconded to suspend the normal rule for a 30-day waiting period prior to sending MOAs to the administration for approval. Motion carried.

INFORMATION / DISCUSSION ITEMS

Curricular Review Enhancement Committee Update – William Rantz, Committee Chair

Senate Vice President William Rantz reported on the work of the ad hoc Curricular Review Enhancement Committee, which was charged to streamline the current curriculum approval process by bringing this process online. He appreciated the work of the committee and the assistance of two Psychology graduate students in creating process maps to aid the committee in its work. A beta test of an online process is being looked at for fall semester.

Revision of the Academic Affairs Strategic Plan – Tim Greene

Provost Tim Greene addressed the Senate regarding a draft revision of the Academic Affairs Strategic Plan. The vice presidential areas have reviewed their strategic plans to make sure they are in concert with the University Strategic Plan. This draft incorporates the three pillars of the University strategic plan – discovery driven, learner centered, globally engaged. The provost asked Senators and their colleagues to look at both the current plan and the proposed plan in preparation for discussions in the fall, which need to be concluded in September.

Emerging Technology Adoption Process for General Purpose Classrooms – Alan Rea, Chair, Academic and Information Technology Council

Senator Alan Rea noted no existing process is currently in place to request technology in general purpose classrooms. Now there will be input from the AITC and the Senate Executive Board in this process.

Introduction of 2012-13 Faculty Senate President – Peter Krawutschke

Senate President Peter Krawutschke introduced William Rantz, president elect of the 2012-13 Faculty Senate. Rantz earned a B.S. in Aviation Operations and two M.A.s – one in Career and Technical Education and one in Industrial/Organizational Psychology. His doctoral degree is in psychology and he joined the WMU faculty in 1995. Rantz has served as a Faculty Senator and a director and vice president on the Executive Board.

ADJOURNMENT OF 2011-12 FACULTY SENATE

The 2011-12 Senate adjourned at 6:30 p.m.

2012-13 SENATE AGENDA

The 2012-13 Faculty Senate met in the Fetzer Center Banquet Rooms. There were 45 Senators and substitutes present. **Absent:** B. Applegate, D. Anderson, J. Asumadu, B. Barton, J. Berkow, K. Bondarchuk, V. Cooley, H. Dooley, J. Dunn, B. Ferrin, J. Gilchrist, K. Harvey, K. Hearit, G. Hega, B. Johnson, R. Manley, M. Mickus, M. Mingus, H. Nibert, J. Oh, L. Bierlein Palmer, W. Sauck, D. Simpson, D. Swoboda, A. Veeck, G. Veeck, B. Wagner. **Also present:** Britne Amos, Chair, Graduate Student Advisory Committee; Janice Anderson and Suzanne Davenport, Faculty Senate Office; Gary Bischof, Graduate Studies Council; Jody Brylinsky, Associate Provost for Institutional Effectiveness; Carrie Cumming, Interim Registrar; Betty Dennis, Associate Dean, Extended University Programs; Alex Enyedi, Dean, and Terrell Hodge, Associate Dean, College of Arts and Sciences; Jan Gabel-Goes, Faculty Development; Carla Koretsky, Associate Dean, Lee Honors College; John B. Miller, Professional Concerns Committee; Joe Reish, Dean, University Libraries; Sue Stapleton, Dean, Graduate College; Raymond Thompson, Associate Dean, College of Aviation; Tony Vizzini, Dean, College of Engineering and Applied Sciences.

PROCEDURAL ITEMS

Remarks – William Rantz, Faculty Senate President

Senate President William Rantz called the 2012-13 Senate to order at 6:35 p.m. He thanked Past President Krawutschke for his 45 years at the University and for his leadership and read the following:

***In Recognition of Service to the WMU Faculty Senate
Peter W. Krawutschke, Faculty Senate President 2010-2012***

On behalf of the Faculty Senate at Western Michigan University, the Senate Executive Board recognizes the leadership of Peter W. Krawutschke at the conclusion of his two-

year term as Faculty Senate President. In addition to serving as Senate president during 2010-12, he also served in this capacity from 2002-04.

Dr. Krawutschke, professor of German, has a long history of participation in shared governance through his many years of service to the Senate on its Executive Board, as representative-at-large and on numerous councils and committees. His memberships in translation associations outside WMU have brought him broad international perspective and expertise that have enriched his contributions to the Senate.

His dedication has been unwavering as he has worked to promote the interests of faculty. We extend our appreciation for Dr. Krawutschke's leadership and service to the Faculty Senate and Western Michigan University.

Senate President William Rantz welcomed and thanked continuing and re-elected Senators and representatives-at-large to the 2012-13 Senate.

Introduction and Welcome of New Senators

Senate President William Rantz individually recognized and welcomed new Senators:

- Robert Wall Emerson, Blindness and Low Vision Studies
- William Liou, Mechanical and Aeronautical Engineering
- Whitney Gunter, Sociology
- Elizabeth Phillips, Nursing
- Gregory Flamme, Speech Pathology and Audiology

ACTION ITEMS

Election of Faculty Senate Executive Board Members – William Rantz

Senate President William Rantz noted five directors were to be elected for two-year terms on the Senate Executive Board from eligible members who must be from four different colleges or unaffiliated units. He personally recruited each nominee to serve as board members and requested the Senate elect the following as directors of the 2012-14 Executive Board:

- Osama Abudayyeh, Engineering and Applied Sciences
- Delores Walcott, Interdisciplinary Health Programs
- Richard Gershon, Communication
- Alan Rea, Business Information Systems
- Suzan Ayers, Human Performance and Health Education

As no additional nominations were received from the floor, Senate President Rantz moved approval of these five nominations by acclamation. Motion carried.

Election of Council Members – William Rantz

The slate of candidates for council elections was distributed to Senators. This year, all nominees to fill council vacancies are unopposed and were approved by the Nominations and Elections Committee and the Executive Board. As no additional nominations were received from the floor, Senate President Rantz moved approval of the single nominations by acclamation. Motion carried.

ADJOURNMENT

The meeting adjourned at 6:45 p.m.

Janice Anderson and Suzanne Davenport, Faculty Senate Office