

**WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE EXECUTIVE BOARD
Minutes of 12 June 2015**

Members Present: Osama Abudayyeh, Richard Gershon, John Jellies, William Rantz, Alan Rea, C. Dennis Simpson, Bret Wagner, Delores Walcott (joined by phone)

Members Absent: Suzan Ayers, Matthew Mingus

Guests: Robert Wertkin, Director of Interdisciplinary Health Programs; Jane Baas, Associate Dean, Lee Honors College; David Paul, Philosophy; Kristin Putney, Social Work; Jeffrey Carr, Maintenance Services; Nancy Mansberger, Director, Academic Collective Bargaining

Staff: Sue Brodasky

Faculty Senate President C. Dennis Simpson called the meeting to order at 11 a.m. Introductions were made.

ACTION / INFORMATION ITEMS

Acceptance of the Agenda

A motion was made by Jellies, supported by Rantz, to accept the agenda as presented. Motion carried.

Approval of the Faculty Senate Executive Board Minutes of 29 May

A motion was made by Jellies, seconded by Rantz, to approve the minutes of 29 May. Motion carried.

Ad Hoc Civility Committee – Wertkin, Baas, and Mansberger

Simpson reported that Wertkin suggested formation of a Faculty Senate committee on civility. It then came to his attention that there is a Campus-Wide Equity and Civility Project Action Team (PAT). Wertkin explained his experiences within Interdisciplinary Health Programs and other departments that have been less than harmonious. He is asking the Faculty Senate to support and host an ad hoc committee for one year which would create positive statements of civility. This would not apply to students. Baas explained the PAT's charge which was to review the results of the campus climate survey, from which it was determined the biggest issue at WMU is bullying. That resulted in the draft anti-bullying policy and procedures. With this phase of the University Strategic Plan ending, the PAT is being dissolved. Mansberger has now been named the point person for this initiative and she has asked members of the PAT to continue their work on a new committee, yet to be named. Putney explained her experience of being bullied at WMU, through which it became clear that the University does not have policies or procedures in place to assist in such cases. Discussion was held. Mansberger noted that many of the policies on this topic at other universities come from the Faculty Senate; however, they usually only apply to faculty, and there is research which shows that housing such policies within Human Resources broadens it to encompass the entire university. Development of civility policy and procedures is planned for this summer in order to have it presented to the Board of Trustees by fall. It was suggested that the Senate review and provide feedback on the drafted policy. Wertkin believes there is still a need for a Faculty Senate committee.

Simpson confirmed that if an ad hoc committee is convened it may not discuss any contractual items; therefore Mansberger will be a member of the committee to guide them on contract issues. The formation of a Faculty Senate civility committee was tabled until the next meeting.

A motion was made by Rea, seconded by Jellies, for the Senate to review and provide input to the policy to be drafted by the Campus-Wide Equity and Civility Project Action Team, which will be presented to the Board of Trustees. Motion carried.

MOA-15/07: Transfer Students and 60 Credit Hour Minimum

The additional materials requested were reviewed. It was confirmed in section #7 of the Graduation Requirements, General Requirements, Bachelor's Degree of the Undergraduate Catalog specifies the requirement of 30 credit hours to be taken at WMU. The change to text is specific to section #9. Wertkin provided an example from within his department for the need of the proposed language change. Discussion was held. Simpson suggested adding approval by the Undergraduate Studies Council.

A motion was made by Rea, seconded by Jellies, to return this item to USC for consideration of the amended language such that the Proposed Catalog Language reads: "Students transferring from a two-year community college must complete a minimum of 60 credit hours of the academic work required at an accredited four-year, degree-granting institution. Exceptions to this policy, for specific programs, can be approved only if there is a formal Memorandum of Understanding and articulation agreement, as approved by the Undergraduate Studies Council, between Western Michigan University and the participating accredited two-year institution." Motion carried.

MOA-15/06: Military Credit for General Education Area VIII, Health and Well-Being

A motion was made by Rea, seconded by Abudayyeh, to table this item until the next meeting. Motion carried.

MOA-15/03: Creation of a University-Wide Faculty Award for Global Engagement

MOA-15/04: Adoption of University-Wide Global Learning Outcomes

The requested revisions were reviewed. In Wagner's absence Simpson asked that Jellies communicate to Wagner that as the Executive Board representative to the International Education Council he is being asked to meet with the IEC chair in order to convey the Executive Board's concerns and recommendations for moving these items forward.

A motion was made by Simpson, seconded by Rantz, to table both items until the next meeting. Motion carried.

Posthumous Degree Policy – Richard Gershon

Gershon reviewed the proposed Letter of Understanding that he submitted. For the bulleted item outlining a \$500 Memorial Scholarship of Achievement and Community Impact which would be awarded to the student's affiliated program, it was questioned what unit would be committing the \$500 scholarship monies. It was

suggested that wording be added so that funds are provided through Academic Affairs rather than the scholarship account. Regarding the bulleted item for masters level student and Ph.D. candidates it was suggested that it be changed to "graduate level students can also be considered."

A motion was made by Gershon, seconded by Walcott, to approve with the amendments as stated. Motion carried.

Partial Hardship Withdrawal – C. Dennis Simpson

Graduate Faculty Review – C. Dennis Simpson

Both items were tabled until the next meeting.

President's Updates – C. Dennis Simpson

Simpson's comments included the following:

- Executive Board Membership: the constitution was reviewed and the membership was confirmed
- Instructor and Course Evaluation System Report Response: in the AAUP response letter it was stated that every recommendation in the ICES report is covered by the union contract. Simpson confirmed that ICES report recommendation for inclusion of a statement on syllabus is within the Faculty Senate's purview. Further it was confirmed that such recommendations and/or suggestions should go to the Undergraduate Studies Council and the Graduate Studies Council for consideration.
- Diversity Council: Simpson was asked by a Board of Trustees member which of the Faculty Senate councils addressed diversity. Jellies stated that the institution has established an office of diversity and inclusion to address that topic on campus, however if the Faculty Senate wanted to create such a council it would have to be determined by review and change of the Senate's constitution. Walcott suggested that diversity be included in all of the council's charges.
- Council Charge Meetings: Simpson asked each Executive Board member to meet with the chair and senior administrator of the council for which they are the representative in order to discuss possible charges. Executive Board members are to forward those suggestions to staff no later than July 21.
- Academic Program Review and Planning Indications/Contraindications: this document will be applied to any programs that come up for merger or elimination as a result of the APRP process. Gershon was asked to confirm with the Provost when those recommendation are expected.
- Season Dinner Schedule: Brodasky has been asked to poll the Board members for a date.

Vice President's Updates – Richard Gershon

Gershon's comments included the following:

- Gershon met with Kieran Fogarty, chair of the Campus Planning and Finance Council, to explain the Executive Board's concerns about editing the council's Ad Hoc Budget committee's report prior to Fogarty's meeting with the provost.

- Gershon would like to invite the team which manages the website Content Management System to an Executive Board meeting in the fall. Jellies suggested inviting Cheryl Roland as well. The Board was in agreement.

Council Reports

Academic and Information Technology Council: the June meeting was canceled.

Campus Planning and Finance Council: the June meeting was canceled.

Extended University Programs Council: the June meeting was canceled.

International Education Council: no report.

Research Policies Council: Abudayyeh reported there were problems with the Support for Faculty Scholar Award program but they are expected to be resolved. The Faculty Research and Creative Activities Awards are under attack due to documentation of what defines external funding versus outside funding. Discussion was held.

Undergraduate Studies Council: the June meeting was canceled.

The Executive Board will meet next on 26 June 2015. The president adjourned the meeting at 12:57 p.m.

Sue Brodasky, Faculty Senate Office

The following correspondences were provided to the Executive Board:

Agendas

- 11 June 2015, Research Policies Council

Correspondence

- 28 May 2015, AAUP Joint Committee on ICES Memorandum
- 29 May 2015, International Education Council Year-End Report
- Cancellation of June meetings for the following:
 - Academic and Information Technology Council
 - Campus Planning and Finance Council
 - Extended University Programs Council
 - Graduate Studies Council
 - Undergraduate Studies Council