

**WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE EXECUTIVE BOARD
Minutes of 7 August 2015**

Members Present: Osama Abudayyeh, Suzan Ayers, Richard Gershon, John Jellies, Alan Rea, C. Dennis Simpson

Members Absent: Matthew Mingus, William Rantz, Bret Wagner, Delores Walcott

Guests: Steve Kohler, Director, Environmental and Sustainability Studies Program; Jonathan Bush, Interim Associate Dean, College of Arts and Sciences; Kim Ballard, Chair, Ad Hoc Plagiarism Committee; Nicole Allbee, Director, Office of Student Conduct; Monica Liggins-Abrams, Associate Director FITW, Educational Leadership, Research and Technology; Andrea Beach, Educational Leadership, Research and Technology; Amy Curtis, Chair, Graduate Studies Council; Dan Lobelle, Director Electronic Communication, University Relations

Staff: Sue Brodasky

Faculty Senate President C. Dennis Simpson called the meeting to order at 10:59 a.m. Introductions were made.

ACTION / INFORMATION ITEMS

Acceptance of the Agenda

A motion was made by Ayers, supported by Rea, to amend the agenda to move item number 11 to number eight. Motion carried.

Approval of the Faculty Senate Executive Board Minutes of 24 July

A motion was made by Ayers, seconded by Gershon, to approve the minutes of 24 July. Motion carried.

Bronco First Project – Monica Liggins-Abrams and Andrea Beach

Beach reported that WMU was awarded a First in The World (FITW) grant. This four-year project is centered on student success. It will also coordinate student success programs already being conducted on campus. They are currently creating supporting learning communities. The handout provided explains the different parts of the project. Business community partners will be established. There will be four sections of a 1030 fall course for participating students. There is a survey that will be launched August 26 to all faculty and staff to set a base line of student success knowledge that will be announced by President John Dunn. It is anticipated that the survey will be conducted again in four years to measure the difference. Beach asked for encouragement from the Faculty Senate to have faculty participate in the survey. Jellies noted that it is problematic for faculty having the survey launch in August which the Faculty Senate cannot affect. Beach noted that the survey will be open into September allowing faculty an opportunity. Jellies questioned if the data gathered from faculty will be used differently than all staff, since they offer a vested interest in the topic. Beach replied that the intent is to take all ideas, coalesce simple ideas, and give ownership to faculty and staff. Additionally, they need more involvement from faculty to participate in the professional learning communities so Beach asked to present the results of the survey at a Faculty Senate meeting. Simpson asked Beach to draft language for use in an email to faculty to remind the faculty to participate. Ayers expressed

concern regarding the necessary commitment of time and effort by faculty to participate. Beach noted that faculty will be given the opportunity to attend conferences which will offer professional development opportunities. Rea questioned the impact this program will have on the First-Year Experience program, to which Beach explained that efforts are being coordinated between the two programs.

[CAS15-124] ENVS: Change name and organizational structure of Environmental and Sustainability Studies Program – Steve Kohler

Gershon questioned the infrastructure needed to be considered a school rather than a department. Kohler confirmed that, based on the interdisciplinary programs that will be housed in the unit, school supports it better than department. Rea questioned if being a College of Arts and Sciences school would be somewhat limiting. However, it is recognized that every unit on campus is interested in sustainability and therefore will not be limited to the College of Arts and Sciences. Jellies asked for confirmation that there are tenure track faculty already in the program whom are on-board with the change and what advantage it offers them. Bush noted that there will be opportunities to hire faculty in ways that don't currently exist. Simpson questioned if this proposal has been vetted by all of the college deans. Since it was unclear, Bush was asked to take it to Provost Council.

A motion was made by Jellies, seconded by Ayers, to postpone this topic until the next meeting. Motion carried.

MOA-15/07: Plagiarism Definition and Resource Recommendations – Kim Ballard and Ad Hoc Committee Members

Simpson provided a handout with the recommendations for changes to the Memorandum Of Action from the General Counsel's office. There were no concerns expressed regarding the suggested changes by either the committee or the Executive Board. Simpson noted that if the MOA is approved by the Faculty Senate and the administration it becomes the only definition that will be recognized and used by WMU. Jellies questioned if it will be problematic due to the implication that the MOA will apply to the entire University while the Faculty Senate has specific limitations to academic affairs. Simpson stated that if the MOA is also approved by the provost and the president then it is extended to all of the University community and it would rest on the administration to apply it as such. It was noted that the MOA needs to be vetted through PSSO, APA, AFSME, and all other employment groups, and if completed, be placed on the agenda for the October Faculty Senate meeting.

A motion was made by Jellies, seconded by Ayers, to postpone this topic until the next meeting. Motion carried.

MOA-15/02: 5000-Level Courses for General Education Proficiency 2:

Baccalaureate-Level writing Requirement – Suzan Ayers and Amy Curtis

Curtis stated that the Graduate Studies Council had expressed concerns regarding delaying writing until a 5000-level course instead of addressing it much earlier. Additionally, if 5000-level courses were taken by graduate and undergraduate students at the same time there should be specific and very different outcomes represented for each within the syllabus, but that has not been consistently

represented. In general, the Graduate Studies Council expressed a lot of concern and not much support of the MOA. Jellies provided examples within his department where 5000-level courses are taken by seniors that are functioning as graduate students and they focus on writing intensive skills. The question was raised if baccalaureate writing is intended for professional writing rather than the development of proficient writing. Discussion was held. It was confirmed that the Graduate Studies Council had not voted on the MOA and it was not well supported. It was stated that the concerns expressed need to be communicated to the Undergraduate Studies Council as well as the Committee to Oversee General Education. It was determined that the Executive Board will not take action at this time.

University Website – Dan Lobelle

Lobelle explained that the Web Governance Council has not met in the past three years and is going to be formally disbanded. The Web Users Group consists of the web masters across campus and meets regularly. The Governance Council will be replaced by a newly formed Steering Committee that will have Faculty Senate representation in the form of a representative from the Academic and Information Technology Council. It will also be comprised of representatives from non-academic unit directors, staff, and faculty which are anticipated to begin meeting in the next few months. The new committee was not formed prior to the new web design launch due to lack of resources within University Relations. The team that designed the new look was comprised of the three web staff within University Relations and was previewed by the provost council and the Senior Leadership Team. The new design will be rolled out in phases and the new steering committee will contribute to phases two and three. Lobelle noted that the new site is fully responsive and complies with 508 accessibility standards, however, network speed is an item they take seriously and is a concern that will be addressed in the future phases. The site is built with the focus on audience with the following emphasis: 1) potential students; 2) current students; 3) potential faculty; 4) alumni; 5) current faculty and staff. Current faculty and staff are served by the portal more so than the website. Lobelle confirmed that the new site is functional on Internet Explorer 9, 10, and 11 but not IE8, which is being phased out. It was acknowledged that the site is not functioning in IE9 and above if the computer has been set to compatibility mode, and University Relations is aware that several IT directors across campus have implemented. The Office of Information Technology Help Desk has been made aware of this issue and will resolve it with employees as it is reported. Gershon questioned the web branding noting that the audience is larger than the five groups defined and encouraged the expansion of professionalism in the design in order to be competitive with other higher education institutions. Jellies agreed that there is a need for it to be more professional and scholarly in order to aid in its appeal to prospective faculty. Lobelle argued that the largest audience is prospective students and that will remain WMU's main first audience.

Council 2015-16 Charges – C. Dennis Simpson

The diversity charge suggestions were reviewed and the Executive Board members were asked to have the councils review and determine if they could be incorporated. Jellies expressed concern regarding the reading requirements for Undergraduate Studies Council and suggested they be listed at the bottom of the charges as "suggested reading."

Shared Governance Statement – John Jellies

Jellies noted the specific language contained in the AAUP agreement which leaves all other areas of governance in the purview of the Faculty Senate. Simpson will distribute to the provost, president, and the Board of Trustees.

A motion was made by Jellies, seconded by Ayers, to approve the governance statement as provided. Motion carried.

Faculty Senate Budget Report – Sue Brodasky

It was noted that the income generated from faculty fees does not cover the expenses of the council meetings. Calculations show that 40% to 50% of the 80+ senators contribute faculty fees.

Faculty Senate Meeting Topics – Sue Brodasky

This item will be voted upon through email.

President's Updates – C. Dennis Simpson

Simpson's comments included the following:

- Big brothers/big sisters will be launching a program on campus and have asked to present it at a fall Faculty Senate meeting.

Vice President's Updates – Richard Gershon

Gershon's comments included the following:

- Meeting with the provost next week will include website concerns and University strategic planning.

Other

The Executive Board will meet next on 11 September 2015. The president adjourned the meeting at 1 p.m.

Sue Brodasky, Faculty Senate Office

The following minutes were provided to the Executive Board:

- Campus Planning and Finance Council
 - 17 February 2015 and 17 March 2015
- International Education Council:
 - 19 February 2015, 19 March 2015, 16 April 2015
- Research Policies Council:
 - 9 April 2015 and 7 May 2015
- Undergraduate Studies Council:
 - 14 April 2015 and 5 May 2015

The following correspondence was provided to the Executive Board:

- 20 July 2015 – Provost request to speak at council meetings