

**WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE EXECUTIVE BOARD
Minutes of 15 January 2016**

Members Present: Osama Abudayyeh, Suzan Ayers, Richard Gershon, John Jellies, Matthew Mingus, C. Dennis Simpson, Delores Walcott

Members Absent: Alan Rea, Bret Wagner, William Rantz

Guests: Marilyn Kritzman, chair, Undergraduate Studies Council; Randy Ott, Director, Center for Academic Success Programs

Staff: Sue Brodasky

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

ACTION ITEMS

Acceptance of the Agenda

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

Approval of the Faculty Senate Executive Board Minutes of 18 December 2015

A motion was made by Jellies, seconded by Gershon, to approve the minutes of 18 December as provided. Motion carried.

DISCUSSION / INFORMATION ITEMS

Intellectual Skills Program Advisory Committee – Ayers

When reviewing vacancies on committees was the first this committee was brought to the attention of the Executive Board, which raised questions about its purpose. Kritzman confirmed it is a Undergraduate Studies Council subcommittee, which was reconstituted at the request of Marilyn Duke, Manager of the Academic Skills Center, that has charges but has not been meeting regularly. Kritzman has requested the subcommittee to provide USC with an annual report, but since the subcommittee chair has been ill and off campus for an extended amount of time, a report has not been submitted. Ayers stated that while substituting for Walcott, she was asked to research the background and need for the subcommittee, and in doing so she was directed to speak with Ott, who in turn stated that the subcommittee had not been active. Ott went on to say that since he began as director of the Center for Academic Success Programs in 2008, there has been no activity of the subcommittee. He provided a history of the need for the subcommittee as oversight of students that are required to take placement tests for mathematics, reading and writing. He is not enthusiastic in participating with the subcommittee as it currently is organized and charged and believes there is a better way to charge the USC to assist student academic success. Jellies suggested disbanding the current subcommittee and instituting a new subcommittee with new charges that would assist student academic success. Kritzman cautioned elimination of the current subcommittee before it has an opportunity to report to USC. Kritzman will follow up with USC on further action. Simpson asked Ott to present at an upcoming Senate meeting regarding services of his office and student success.

Faculty Senate Agenda – 4 February 2016

Discussion was held regarding the president and vice president nomination procedures.

A motion was made by Ayers, seconded by Mingus, to approve the 4 February agenda as presented. Motion carried.

MOA-15/10: Graduate and Undergraduate Catalog Revisions for 5000-Level Courses – Ayers

Ayers explained the concern regarding the MOA:15/02: Allow 5000-Level Courses for General Education Proficiency 2, Baccalaureate Level Writing and how the joint USC and Graduate Studies Council MOA came from that issue. The problem seems to be that GSC and USC are seeking different solutions. The joint subcommittee created MOA-15/10 but when it went before USC it was edited and there was hesitation in approving it with only three votes in approval and the rest of the council abstained. GSC does not want to consider the edits made by USC. Jellies noted that the edits to the MOA do not change the intent of the language. He is concerned that the process is being used to stall or prevent the approval of the MOA. However, he noted that there is a potential problem with the statement “all 5000 level courses shall be taught as...” being too directive telling faculty how to teach a course as that is an academic freedom issue. Discussion was held. The EB stated that this MOA is not yet before them as it has to pass GSC before they can receive it.

Guest Protocol at Council Meetings – Ayers

Ayers noted that she had been unable to attend the EB meeting with the council chairs earlier in the academic year, but she had surmised that the chairs were instructed to closely follow the approved parliamentary procedures, such that all guests would be excused while the council takes a vote. Jellies clarified procedures that if there is a perception of intimidation during voting, guests could be excused, but cautioned against doing so because all Faculty Senate meetings are open and the procedures did not specifically define an open meeting. Mingus noted that the Senate is subject to the Michigan open meeting law. Discussion was held. Jellies was asked to draft a statement that will be included on guests invited to present at meetings which indicates that it is the prerogative of the chair if the vote will be conducted at that same meeting or at another time.

Syllabus Statements – Ayers

Ayers noted that there are currently five statements to be included on specific topics. There is concern that is too many and more requests may continue to increase that number. Discussion was held. Jellies suggested posing the issue to the Senate at the March meeting, to which the EB agreed. Ayers was asked to discuss the issue with the registrar.

Dean's List and Nontraditional Students – Simpson

A complaint had been received that non-traditional students are not eligible for the Dean's List. Simpson asked the EB to be prepared to discuss this issue at the next meeting.

Ad Hoc General Education Committee and Announcements – Simpson and Gershon
Simpson reviewed the announcements that were sent out. He confirmed that the prior co-chair of the committee had signed off on the announcement three months ago prior to her resignation as co-chair. The concern is that from the announcement it appeared it was an administrative endeavor rather than Faculty Senate. Members of the EB expressed concern regarding the anticipated report from the ad hoc committee. Gershon confirmed that he has provided the committee the expectations

of the EB and let them know that once the MOA is voted on by the Senate, the ad hoc committee's work will be completed and an implementation committee will be created, if necessary. Discussion was held.

Use of Faculty Senate Mass Email – Simpson

Simpson explained how this issue had recently come up with a request to use the mailing list. Mingus was asked to draft a policy for discussion at the next meeting.

President's Update – Simpson

Simpson's comments included the following:

- The President stated that a proposal for the Miller College students has not yet been created.
- The EB discussed the Strategic Plan Transition Team's request for the Faculty Senate to host a feedback session, but opted not to do so. Gershon was asked to invite Associate Provost Jody Brylinsky to attend a future EB meeting.

Vice President's Updates – Gershon

No report.

Council and Committee Reports

Academic and Information Technology Council: no report.

Campus Planning and Finance Council: no report.

Extended University Program Council: no report.

Graduate Studies Council: no report.

Undergraduate Studies Council: no report.

Library Committee: Simpson said they are scheduled to meet soon.

Professional Concerns Committee: no report.

Ad Hoc Civility Committee: Simpson attended a meeting with chair Bob Wertkin and WMU President John Dunn.

OTHER

The Executive Board will meet next on 15 January 2016. The president adjourned the meeting at 1:23 p.m.

Submitted by: Sue Brodasky, Faculty Senate Administrator