

**WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE EXECUTIVE BOARD
Minutes of 26 February 2016**

Members Present: Osama Abudayyeh, Suzan Ayers, Richard Gershon, Matthew Mingus, William Rantz, Alan Rea, C. Dennis Simpson, Bret Wagner, Delores Walcott

Members Absent: John Jellies

Guests: Paul Ciccantell, Chair, Research Policies Council; Paula Kohler, Associate Vice President for Research; Anne Lundquist, Director, Student Affairs Planning and Assessment; David Huffman, Professor, Chemistry; Rob Eversole, Chair, Professional Concerns Committee

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 Wagner, seconded by Ayers, to accept the agenda as presented. Motion carried.

Approval of the Faculty Senate Executive Board Minutes of 12 February

A motion was made by Rantz, seconded by Ayers, to approve the minutes of 12 February as provided. Motion carried.

Acceptance of the Faculty Senate 3 March Agenda

Due to the University closure on February 25, the Graduate Studies Council meeting was canceled. As they will have to approve MOA-15/02 prior to it going before the Faculty Senate, it was removed from the upcoming agenda. Mingus confirmed that amendments to MOA-16/05 will need to be accepted at the Senate meeting.

Discussion was held regarding support of actions taken by the Board as they are presented to the Senate. Simpson noted that Jellies confirmed in writing that MOA-16/04 will require a first reading in March and vote in April.

A motion was made by Rea, seconded by Mingus, to approve the 3 March agenda as provided. Motion carried.

Approval of the Faculty Senate Minutes of 4 February

Brodasky noted that some minor changes for grammar and inclusion of names had yet to be made.

A motion was made by Mingus, seconded by Gershon, to approve the 4 February minutes with edits as noted. Motion carried.

Memorandum of Action-16/02: Revised Faculty Research and Creative Activities Awards Guidelines 6 – Paul Ciccantell and Paula Kohler

Ciccantell explained that the proposed changes were in order to broaden options for external funding by expanding the definition, without altering the required approval process. Walcott asked if it will apply to in-kind donations, to which Kohler explained that is not typical for a grant to be only in-kind donations, but as long as it is approved through the process it will apply. Mingus questioned Fullbright grants since when he had one it never flowed through the University processes. Kohler noted that if he was awarded it as an individual faculty and he wants it to count for FRACAA then he would have to run it through the University approval process, but otherwise no, it

would not go through the University. The change being presented is in order for a grant to count toward FRACAA to have it approved through the University process. A motion was made by Abudayyeh, seconded by Mingus, to send MOA-16/02 to the Senate with support of the Executive Board. Motion carried.

Memorandum of Action-16/07: Revised Research Misconduct Policy – Paul Ciccantell and Paula Kohler

Kohler explained there were problems in applying the old policy due to some contradictions in language. The policy had not been updated since its creation in 2006. The Research Policies Council worked with a student who had an internship specific to research ethics to compare the policy with federal guidelines and other Michigan universities policies. Also, RPC had a professor who serves on the national professional ethics policy committee review the policy changes proposed. As a result of this work, the financial misconduct was removed as it is not part of the federal regulations and is covered by fraud and other financial University policies. Kohler provided an example. Another change was to decrease the timeframe for investigation. Gershon asked how often there are misconduct claims to which Kohler noted it is two or three times a year. Discussion was held.

A motion was made by Rantz, seconded by Abudayyeh, to send MOA-16/01 to the Senate with support of the Executive Board. Motion carried.

MOA-16/01: Revised Credit Requirements for Certificate Programs and Second Master's Degrees in the Graduate Catalog – Suzan Ayers

Ayers explained the need to decrease credits for non-degree certifications.

A motion was made by Ayers, seconded by Rea, to go before the Senate with support of the Executive Board. With one against, the motion carried.

DISCUSSION / INFORMATION ITEMS

Signature Program – Anne Lundquist and David Huffman

Lundquist explained that she and Huffman are chairing the Signature Program steering committee. The Signature Program meets a requirement of the Higher Learning Commission. Currently the Faculty Senate representative is Marilyn Kritzman who has been serving on the committee. The committee is slated to speak at the April 2 Academic Forum and would like to be on the agenda for the April 7 Senate meeting to announce the program. Gershon asked if there has been evolution of the criteria since the program was first announced. Lundquist confirmed that participation will be voluntary and it will be based on the students' academic interest as it develops over their academic career which can be defined by the student. It will be student initiated, faculty informed, and University endorsed and applies to both undergraduate and graduate students. The provost and Vice President Diane Anderson have committed to provide funding in order to staff the program. Discussion was held. Simpson questioned if the committee is asking for a Faculty Senate representative to join the group or have they confirmed it to be Kritzman. Lundquist noted that Kritzman has been attending the meetings but it has not been confirmed that she is serving as the representative for the Senate, and that additional representation would be welcome. Rantz noted that if the specifics of the Steering Committee center around curricular issues then perhaps this should be a Senate sub-committee. Ayers inquired how AAUP fit into the governance of this committee as noted on the handout. Simpson confirmed that shared governance consists of the Faculty Senate, Western Student Association, and the Graduate Student Association only. Wagner noted that the Haworth College of Business already has a similar

program in place for their students, he expressed concern of multiple programs being developed. Rantz asked how this program is being coordinated with the proposed general education revisions. Rea expressed reservations about the program since it is not a Faculty Senate initiative. Lundquist explained that the program would apply to things that happen in the classroom, but there would not be any changes to curriculum. Rantz noted that a key point is how the general education revision will affect this program and should possibly be considered that the Faculty Senate absorb the initiative. Gershon was asked to approach the provost for more information.

Hardship Withdrawal – Rob Eversole

Eversole provided a handout and noted that the second pie chart is mislabeled and should read “same semester.” He explained how the issue came from the Executive Board to the Professional Concerns Committee. The PCC also heard from the Physician Assistant department regarding the issues that resulted in their program. However, due to data results showing minimal instances, and that the changes necessary to resolve the PA issue would not legally be allowed, the PCC has opted not to making any policy changes. The PCC did offer PA suggestions of how to overcome their issues by creating cohort courses and provided examples at other universities about how to make such changes to their courses in question. Discussion was held. Simpson thanked Eversole and PCC.

Study Abroad – Bret Wagner

Wagner explained the issue of a student taking a course during study abroad but does not do well they can retake that course at WMU; however, that opportunity for a retake does not apply in reverse. Gershon questioned how to confirm the content is equivalent. Wagner noted it is done for courses when specific faculty members serve as champions for the courses. Gershon suggested setting a maximum number of credit hours that may be retaken. Discussion was held. Wagner suggested this topic go to the International Education Council for consideration of drafting an MOA, to which the EB agreed.

Audio and Visual Meeting Taping – Suzan Ayers

Ayers proposed having the Senate meetings video recorded in order to make them available for reference and offer a timely response to discussions and participation for faculty who cannot attend. Abudayyeh questioned if there are legal ramifications for videotaping. Ayers had contacted Brad Morgan in the Office of Information Technology for details, but she assumes that since it is an open meeting there is not a legal issue. Simpson noted that he confirmed with the Office of General Counsel that as an open meeting it is fine as long as the recording is not edited. The attendees would have to be notified ahead of time that the meeting will be recorded. Ayers stated there would be a \$200 cost per meeting. Discussion was held. Mingus suggested piloting the idea for an academic year and track how often it is viewed.

President's Update – Simpson

Simpson's comments included the following:

- Discussion was held regarding the Civility Statement.
- The international MOA's are being reviewed by the provost and both are expected to be sent back with suggested changes.
- The Posthumous Degree policy is being reviewed by the president and is expected to be returned with suggestions to include an appeal process.

- Trustee James Bolger was invited to an EB meeting but has declined at this time.
- At the joint meeting of the Undergraduate Studies Council and the Committee to Oversee General Education regarding the general education revision, it was suggested there be two parallel committees, one for design and one for implementation.

Vice President's Updates – Gershon

Since the meeting ran long, Gershon had to leave, thus no report was given.

Council and Committee Reports

Academic and Information Technology Council: no report.

Campus Planning and Finance Council: no report.

Extended University Programs Council: Ayers asked about a program the EUP is setting up in the Haworth College of Business. Mingus will look into it.

Graduate Studies Council: no meeting.

International Education Council: no report.

Research Policies Council: no report.

Undergraduate Studies Council: no report due to representative leaving at 1:15 p.m.

CPFC Budget Subcommittee: no report

Professional Concerns Committee: no report.

EUP University Studies Curriculum Committee: no report.

OTHER

Rantz raised a question about who to approach to get assistance for a student from Kazakhstan. Simpson suggested taking it to the president.

The Executive Board will meet next on 25 March 2016. The president adjourned the meeting at 1:17 p.m.

Submitted by: Sue Brodasky, Faculty Senate Administrator