

**WESTERN MICHIGAN UNIVERSITY  
FACULTY SENATE EXECUTIVE BOARD  
Minutes of 8 April 2016**

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

**Members Absent:** Osama Abudayyeh

**Staff:** Sue Brodasky, Suzanne Davenport

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

**ACTION ITEMS**

*Acceptance of the Agenda*

Simpson added the topic of General Education Revision to the agenda prior to item five.

A motion was made by Rantz, seconded by Wagner, to accept the agenda as edited. Motion carried.

*Approval of the Faculty Senate Executive Board Minutes of 25 March*

Walcott asked for a revision of the Undergraduate Studies Council report noting the time she left the meeting as 1:15 p.m. Ayers asked for revision to the Subcommittee to Assess Incentive-Based Budget Models Report such that the report findings are included. Additionally Ayers asked for revision of the Graduate Studies Council report to include actions taken at the last meeting.

A motion was made by Walcott, seconded by Mingus, to approve the minutes of 25 February as edited. Motion carried.

**DISCUSSION / INFORMATION ITEMS**

*Vice President's Updates – Gershon*

Gershon's comments included the following:

- MOA-15/03: Creation of a University-Wide Faculty Award for Global Engagement: the provost was asked to finalize the one outstanding Memorandum of Action prior to May 12.
- Enrollment Management: Gershon will be leading an enrollment committee convened by the provost and tasked to conduct collaborative research. While it is not a Senate committee or initiative, the committee may come to the Senate for assistance as the project progresses.
- College of Arts and Sciences Dean Search: on campus interviews were held last week, but there is no decision as of yet. It is anticipated that the field of candidates will be narrowed to two.

*General Education Revision – Ayers*

Ayers explained her position at the Senate meeting the night before regarding slowing the processes down. Gershon expressed caution as he is unsure if it will be a good result, and what needs to be resolved now is how to proceed in terms of seating the committee. Ayers suggested holding a joint meeting of the exiting EB and proposed incoming EB at the scheduled April 22 meeting, to focus on the specific subject of General Education. The agenda will be minimal and include approval of the Senate May 12 meeting agenda. Additionally, she suggested that the incoming EB members be invited to the Administration dinner with the EB scheduled for May 10.

*Memorandum of Action-16/09: Repeating a WMU Course for Credit in Study Abroad – Wagner*

Wagner provided an update on the topic that he had brought to the EB previously and the subsequent MOA developed by the International Education Council as a result. Discussed was held regarding the email from Registrar Carrie Cumming and her hesitations on the MOA. Since the MOA does not deal with transfer credits from other institutions but rather pre-approved equivalent credits from study abroad courses the registrar's concerns would not be relevant. Wagner believes it will not be a frequent action by students, but while minimal warrants action. Jellies questioned if there are any perceived unintended circumstances that could arise. Discussion was held.

A motion was made by Wagner, seconded by Mingus, to support MOA-16/09 and to send it to the Senate at the October meeting. Motion carried.

*Senate Meeting Videotaping – Ayers*

Ayers reviewed her prior suggestion of videotaping the Senate meetings. Jellies expressed concern, specifically as it relates to meeting minutes. Rea stated that he believes it would stifle debate. Simpson cautioned about the projected cost of \$2 thousand annually. It was determined that the meetings will not be videotaped.

*President's Appraisal Results – Simpson*

The president's appraisal has concluded and copies were provided to the president and the Board of Trustees. The provost appraisal will conclude on April 15. Both results will be reported at the May 12 Senate meeting. Brodasky was asked to distribute copies of all charts to the EB at the next meeting; however they will be collected for shredding at the end of the meeting. Gershon reported about the confidentiality distribution of data issues raised at the Senate meeting the night before. He explained that the data is accessed by the professional staff. Discussion was held.

*Council Membership Nominations – Simpson*

The council nominations were reviewed and EB members were tasked with contacting potential candidates to filling the vacancies.

*Discussion of MOA-15/02: Allow 5000-Level Courses for General Education Proficiency 2 and MOA-15/10: Graduate and Undergraduate Catalog Revision for 5000-Level Courses – Simpson*

Simpson reported that members of the Undergraduate Studies Council and Graduate Studies Council will be meeting to further discuss both MOAs. MOA-15/02 will not be sent before the Senate until both USC and GSC have resolved the discussion.

*President's Update – Simpson*

Simpson's comments included the following:

- Simpson will be meeting with the president regarding the issues raised surrounding the appraisals security. For the May 12 Senate presentation, details specific to the security standards will be added. Rea suggested posting the full results to an internal website accessible only to WMU employees.
- MOA-15/08: Plagiarism Definition and Resource Recommendations: there was a meeting with Vice President Jan Van Der Kley and Director Nancy Mansberger regarding applying MOA-15/08 to all university staff. Van Der

Kley suggested pulling back the MOA from the administration and resubmitting it to the provost and the president at the same time while including a request that it go before the Board of Trustees to become University policy. Van Der Kley noted that the MOA had been vetted by WMU's external counsel and it was determined that it cannot be used for instances of sanctioning. Mansberger suggested the same approach for the civility MOA and agreed to meet with the provost specifically on that topic.

- **MOA-15/09: Adoption of a University-Wide Internationalization Initiative:** Simpson distributed a copy of the email from International Education Council Chair Jim Butterfield to the provost. He confirmed with the president and provost that all communications regarding MOAs must come from the EB.

#### *Council and Committee Reports*

**Academic and Information Technology Council:** no meeting since last report.

**Campus Planning and Finance Council:** no meeting since last report.

**Extended University Programs Council:** no report.

**Graduate Studies Council:** no meeting since last report.

**International Education Council:** no meeting since last report.

**Research Policies Council:** no report due to representative absence.

**Undergraduate Studies Council:** the council discussed the two MOAs regarding 5000-Level courses and postponed MOA-16/03: Revised Undergraduate Program Dismissal Appeals Policy from the Professional Concerns Committee.

**Libraries Committee:** no report.

**Professional Concerns Committee:** Jellies asked Walcott for guidance on MOA-16/03 since the original language proposed mirrored what has already been approved for the Graduate policy and was vetted by the Ombudsman. He expressed concerns that USC edits returned to PCC will be perceived as undoing the necessary changes. It is anticipated that any changes will have to go before the University General Counsel. Discussion was held.

**EUP University Studies Curriculum Committee:** Mingus will review the current committee charges and bring them to EUPC for discussion.

#### **OTHER**

Ayers acknowledged and thanked Simpson for his time as president.

The Executive Board will meet next on 22 April 2016. The president adjourned the meeting at 12:31 p.m.

Submitted by: Sue Brodasky, Faculty Senate Administrator