

**WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE MEETING
Minutes of 1 February 2018**

The Faculty Senate met in Rooms 208-209 of the Bernhard Center. There were 76 Senators and substitutes present.

Members Present: O. Abudayyeh, D. Anderson, D. Areaux, S. Asefa, J. Atkin, U. Attanayake, S. Ayers, T. Barkman, L. Bierlein Palmer, P. Blickle, J. Brandão, T. Broadwater, S. Burns, S. Carlson, C. Chase, E. Copija, K. Corder, M. Cupka, A. DeFulio, R. dePeaux, K. Ehrhardt, B. Ferrin, Y. Ford, J. Gabel-Goes, B. Geier, S. Glista, T. Gupta, J. Hahn, L. Heun, S. Hill, W. Homan, Stacie Fruth (for D. Hoover), W. Huang, A. Isea, B. Jarl, J. Jellies, D. Johnson, J. Kapenga, D. Kim, K. Kness, Paul Vellom (for T. Koshmanova), P. Krawutschke, Lisa Minnick (for J. Larson), D. Lepisto, W. Liou, A. Miles, M. Mingus, E. Montgomery, I. Nash, N. Nelson, D. Nofsinger, D. Paul, J. Petrovic, K. Prewitt, K. Propp, W. Rantz, D. Rudge, J. Saini, L. Schmidt, D. Schuster, R. Siebert, C. D. Simpson, S. Slawinski, J. Smith, S. Stapleton, S. Steuer, S. Summy, A. Tazzia, J. Thakurta, J. Van Der Kley, Lisa DeChano-Cook (for G. Veeck), Geumchan Hwang (for Z. Vidic), B. Wagner, D. Walcott, R. White, B. Young

Members Absent: P. Bennett, R. Cooper, T. Curran, D. Flanagan, Decker Hains (for K. Fogarty), J. Gilchrist, L. Gray, M. Keil, C. R. Krishna-Swamy, P. Vander Weg, Elke Schoffers (for A. Venter)

Guests: Andrea Beach, Department of Educational Leadership, Research and Technology and Co-Director, Center for Research on Instructional Change in Postsecondary Education; Gary Bischof, Dean, Lee Honors College; Jeremy Blair, Department of Dance; Logan Brown, Vice President, Western Student Association; Jody Brylinsky, Associate Provost for Institutional Effectiveness; Richard Gershon, School of Communication; Duane Hampton, Department of Geological and Environmental Sciences; Keith Hearit, Provost's Office; Walter Jensen, Department of Comparative Religion guest; Carla Koretsky, Dean, College of Arts and Sciences; Muzhou Li, Department of Economics guest; Suzie Nagel-Bennett, Associate Vice President for Student Affairs and Dean of Students; David Reinhold, Associate Provost for Assessment and Undergraduate Studies; Cheryl Roland, Executive Director for University Relations; Colleen Scarff, Executive Director, Office of University Budgets and Financial Planning; Udaya Wagle, Director, School of Public Affairs and Administration; Evelyn Winfield-Thomas, Executive Director, Office of Institutional Equity; Tom Wolf, Chief Information Officer; Paulo Zagalo-Melo, Associate Provost, Haenicke Institute for Global Education. Ad Hoc General Education Logistics Committee – Mervyn Elliott, Chair; Leigh Ford, Vice Chair; and Staci Perryman-Clark

Staff: S. Brodasky, S. Davenport

Faculty Senate President Suzan Ayers called the meeting to order at 5:06 p.m.

PROCEDURAL ITEMS

Acceptance of the Agenda

A motion was made by Heun, supported by Asefa, to accept the agenda as published. Motion carried.

Approval of Minutes of 7 December 2017 Senate Meeting
Without objection, the minutes of the 7 December meeting were approved as published.

*Faculty Senate Executive Board Report – Suzan Ayers,
Faculty Senate President*

Senate President Ayers' report included the following:

- A former faculty member who recently passed away was acknowledged:
 - Laurel Grotzinger, professor emerita of University Libraries and former Faculty Senate President from 1973 to 1975
- A new Senator was welcomed:
 - Don Hoover, Physical Therapy
- An issue was raised at the December 7 Faculty Senate meeting during Professional and Academic Concerns regarding the timing of mid-term exams and the date mid-term grades are due to the registrar. Following the meeting, Associate Provost Dave Reinhold was consulted and explained the two week window required for advisors to access mid-term grades online, identify those students in need of intervention, contact to schedule and meet with those students, and provide adequate time for each student to determine if remaining in the class would be the best decision. If faculty were given additional time to enter grades before the drop date, it would narrow an already-tight timeline for advisors.
- The highest honor WMU bestows on students is designation as a Presidential Scholar. This year's event will be held on 27 March. Faculty were encouraged to accompany their unit's Scholar to celebrate the best of the best students.
- Acknowledgement of Western Student Association Vice President Logan Brown for his efforts on behalf of WMU's Tobacco Free Policy. Brown is spearheading a public service announcement contest in collaboration with Student Affairs and WMU Athletics in order to continue the messaging about the three-year old tobacco-free campus policy. The winning video will be selected by a panel of celebrity judges and will be featured at intercollegiate athletic events, including hockey and football.
- Council and Committee Updates:
 - The **Campus Planning and Finance Council** has finalized a presentation on WMU budgetary procedures to be presented later in this meeting. CPFC met with Interim Provost Susan Stapleton to learn of, and provide input on, new approaches to resource allocations within academic affairs.
 - The **Extended University Programs Council** met with Hardy Figueroa, director of Alumni Engagement, about University efforts to engage international alumni and with Diane Anderson, vice president for student affairs, about initiatives to improve international student inclusion and support comprehensive internationalization.
 - The **Graduate Studies Council** continues to review graduate program curriculum proposals, and is examining potential revision to the *Graduate Catalog* in order to better support faculty and student success.

- The **Research Policies Council** met with Vice President Terri Goss Kinzy to review the Office of the Vice President for Research procedures regarding support of faculty requests for mandatory cost-share on grants. Furthermore, OVPR has provided RPC with guidelines that distinguish between research contracts and business services. The guidelines will help researchers better identify whether contracts should be initiated from OVPR or through the office of Business Services. These processes will maximize efficiencies for faculty who seek external funding and minimize risks.
- The **Centers and Institutes Committee** developed criteria for new proposals as well as for annual and five-year reviews of centers and institutes at WMU. These criteria have been used to review two proposals and will continue to be used during a trial period.
- The **Transfer of Credit Committee** will be recommending changes to the current catalog language that will open up the possibility of graduating with honors to additional deserving transfer students.

Remarks by Edward Montgomery, WMU President

President Montgomery's remarks included the following:

Transformational Initiative Fund

- Success@WMU is a large-scale campus commitment to build on past WMU success with small learning communities. The initiative ensures that every new undergraduate student, incoming first-year, or transfer student has the opportunity to be part of a learning community and to be connected to a peer leader who is assisted by faculty and staff. That peer leader can be the new student's touchstone, a "go-to resource," on how to navigate the University infrastructure. This initiative is about making sure incoming students have a deep connection to WMU that can enhance their success. Evidence shows students who are connected to learning communities have 10 to 15 percentage points higher graduation rates. Success@WMU will dramatically expand the capacity to make that work for every student. Currently 1,650 students are served with learning communities and mentors, which will be expanded to 5,500 students this fall. The initiative also includes a focus on improving success in gateway courses, enhancing grit and resiliency, and a professional development opportunity for faculty and staff who want to become "champions" in some of the topical areas around which learning communities will be focused.
- Esports@WMU is a pilot initiative that will extend the community-building effort to students' recreational hours. WMU will become one of a relatively small number of colleges and universities nationwide to formally sponsor competitive team video gaming. According to time-use data, young people spend more time video gaming than playing traditional sports, reading, or watching TV. A designated location will be equipped with 22 stations that can be used in the short-term for competitions and skill development at the club sport level. The facility will also be made available for community groups such as local school districts' Esports teams. WMU is purposely not entering this arena as the sponsor of a varsity sport, as other institutions have done. There is interest in seeing how Esports can have an impact on the community, how it can be used to encourage young

women (more than 40 percent of those engaged in gaming are women) and how it can be structured to serve those with disabilities. Moving into the future, the facility will allow WMU to evaluate and consider the development of academic programming designed to meet the career demands of a field that will double its revenues to become a \$1.5 billion industry by 2020. With 100 million monthly participants in games like "League of Legends" and a global audience expected to grow to 580 million by 2020, this investment in a state-of-the-art Esports facility represents an opportunity to enhance the out-of-class experience for students from around the world.

Retention

- WMU student success goals include increased retention rates and increased graduation rates; that requires retention paving the way to graduation. The spring semester enrollment report shows that from fall 2017's beginning freshman class, more than 93 percent returned for the spring semester, which is up two percentage points from the previous year. Only two of WMU's 23 peer institutions have first year retention rates over 90 percent. The goal as an institution is to convert that group of students who came back for a second semester into students who come back for a second year, which would put WMU near the top of its peers for helping its students find success.

Promising Enrollment Leads to Admission Events

- January 31 marked the first of four major admitted student events on campus. More than 400 students and their families were on hand as the University set out to "seal the deal" and ensure they make WMU their school of choice. The turnout and atmosphere were terrific. New student numbers are looking very strong for fall 2018, especially among nonresident undergraduate students. The decision last year to dramatically reduce nonresident tuition appears to have made all the difference. The number of nonresident undergraduate admittance for fall 2018 is up nearly 70 percent (1,700 to 2,900) over fall 2017, at this time. Additional admitted student events are scheduled for 19 February, 23 March, and 13 April.

Leadership Appointments

- Dr. Satish Deshpande was named dean of the Haworth College of Business on January 1. His appointment followed a national search that determined the ideal fit for the position was right here on campus. He has served as interim dean since July 2016. Prior to that, he served for five years as the college's associate dean for operations and graduate programs. An expert on human resource management, Deshpande has been part of the University community since 1990.
- Dr. Terri Goss Kinzy, the new vice president for research, began her tenure here on January 8. Her appointment was also made following a national search, and the right candidate was found at Rutgers University, where Kinzy served as both vice president for research and a faculty member in Rutgers' Robert Wood Johnson Medical School. Kinzy brings a proven track record of promoting faculty research across a diverse university and for building bridges between a medical school and its

university. She is also a Midwesterner with strong family connections to the region, so this is something of a homecoming for her.

Title IX

- With the tragedy unfolding at Michigan State University, the community has seen the human toll taken when reports of abuse are not heard. It is a wonder how this could have happened and what can be done to make sure it does not happen at WMU. The cabinet and Board of Trustees have spent time talking with WMU Title IX experts getting advice and perspective on how the WMU sexual misconduct policies are working. The campus' proactive efforts have increased awareness and there has been an increase in reporting since 2015. Nearly 3,000 faculty and staff have participated in the Heroes bystander intervention training. There is a need for clear signals that assault, harassment, and bullying are not tolerated at WMU, and there needs to be a continuing proactive and diligent effort to make sure people feel comfortable making reports and ensuring there is a process in place to investigate and handle such issues. This is an on-going and continuing effort, which requires everyone to be engaged so the right tone is set, and to build the right culture and do the right things. It is important to continually review and update the procedures in place and make sure new people joining the WMU community are informed and know their responsibilities. For faculty and staff, WMU offers online training modules, in-person classes (three training opportunities this semester) and a printed Employee Response Guide.
<http://wmich.edu/sites/default/files/attachments/u370/2018/Reporting%20Sexual%20Misconduct%20Employee%20Response%20Guide.2-1-18.pdf>

Student Accolades

- Elissa Kedziorek, editor-in-chief for the Western Herald, WMU's student-run newspaper, has been chosen as the 2018 Michigan Fellow for the National Newspaper Association News Fellows Program in Washington D.C. this March. Her time in DC will be spent in briefings from a group of Washington stakeholders who will explore the divisions in America. Kedziorek will produce a news story for the local audience that can reach across the political spectrum for discussions about America's direction.
- Outstanding student vocal ensemble, Gold Company, has been invited to perform at the Monterey Next Generation Jazz Festival as a finalist in the festival's College Vocal Ensemble Division from 9-11 March.
- Two advertising and promotion students were selected by the American Advertising Federation to participate in the organization's Most Promising Multicultural Students Program for 2018. Abraham Garcia of Holland, and Alex Gutierrez-Spencer of Monroe, are two of only 50 recipients of the annual award for the nation's top multicultural college seniors with exceptional academic and professional achievements. The students will be honored at a ceremony 12-15 February, in New York City.

Faculty Accolades

- Dr. Brian Horvitz, Educational Leadership, Research and Technology, has received a prestigious National Science Foundation grant for \$300,000 to develop an instrument to study and validate instructional practices for online STEM courses. Collaborators on this award include Dr. Whitney

DeCamp, Sociology; Dr. Regina Garza-Mitchell, Educational Leadership, Research and Technology; and Dr. Charles Henderson and Dr. Megan Kowalski, Mallinson Institute for Science Education.

- Dr. Upul Attanayake, Civil and Construction Engineering, received a \$250,000 grant from the Michigan Department of Transportation to study the effects of concrete cure time on epoxy overlay and sealant performance to minimize and avoid crack development in roads.
- Lori Brown, Aviation, has been lauded for her virtual reality research and classroom implementation with the opportunity to be featured in Microsoft's Mixed Reality Academy at the software firm's Washington state headquarters. She has built virtual flight and engine analysis simulation experiences for students.
- Last year Dr. Jeffrey Angles, World Languages and Literatures, won the Japanese equivalent of a Pulitzer Prize for his book of original Japanese poetry, becoming the first nonnative speaker of Japanese to win the Yomiuri Prize for Literature. Angles started there and kept on going, with three other major literary awards in the next 12 months. He has won translation awards from the Poetry Foundation, the Modern Language Association and Columbia University.
- Dr. Steve Feffer, English, won the Golden Medallion from the Kennedy Center for Excellence in Theater Education.

Bronco Moment

- There was a wonderful moment at the University Arena when Bronco basketball legend Dr. Emanuel (Manny) Newsome was honored and had his jersey retired. Newsome played 1960-64, was an All American, the nation's leading scorer for much of his senior year, and a member of the U.S. Olympics Trials Basketball Team. He went on to a wonderful career in collegiate student life, earning his doctorate, a Harvard certificate, and holding senior level positions at Indiana State, the University of Toledo, and Florida Atlantic University. He personifies the kind of success that has been part of the Bronco experience on and off the court, and WMU was honored to have him back on campus to acknowledge him.

Discussion covered the following questions and statements:

- Does WMU have an ambition to be in the "big three" Michigan universities? How can WMU be an opportunity university? Montgomery stated that WMU is already among the "big three," it offers high quality education that is broad based through highly rated programs across every college. WMU has not told its story as well as other universities have, but the University is always looking for opportunities to strengthen that message.
- What is the process at WMU for reporting assaults and complaints? What are the procedures for termination in such situations? Felicia Crawford is the Title IX officer. Complaints are investigated. Montgomery was unaware of the process for termination.

*Remarks by Susan Stapleton, Interim Provost
and Vice President for Academic Affairs*

Interim Provost Stapleton's remarks included the following:

- This is the "Year of Engagement." The last awardee of the coveted Bronco Head went to the Army ROTC cadets for their efforts in raising over 2,000 cans of food for the invisible need project.
- WMU is engaging with partner institutions through meetings with the leadership of area community colleges to determine the best ways to help students transition to WMU.
- To celebrate faculty success, the first "Books and Beer" event was held at the Humanities Center. It is designed to celebrate recent book publications of WMU faculty. The inaugural reading was by Mitch Kachun from his book *First Martyr of Liberty: Crispus Attucks an American Memoir*.
- Engagement is what Success@WMU is all about and will move from serving 1,600 students to 5,500. This initiative came together through 10+ proposals that were submitted which had a primary focus on peer leaders and learning communities. These proposals included administrators, faculty, and staff and crossed three vice presidential areas, Academic Affairs, Diversity and Inclusion, Student Affairs, and the Division of Intercollegiate Athletics. Kudos to the authors of these proposals who have all agreed to serve in an advisory capacity to help realize this initiative. Special Assistant to the Provost, Keith Hearit, is serving as the administrative lead on the initiative. Critical elements to Success@WMU include the establishment of learning communities for all new undergraduate students. These communities will be led by Peer Academic Leaders, *affectionately known as PALS*, who will help the students adapt to college life and work with them on critical skills such as time management, study strategies, goal setting, anxiety management, resiliency and health and wellness. PALS will help students connect to affinity groups (perhaps Esports), Registered Student Organizations and campus and community resources. Some may also serve in support, as tutors or mentors for large first year foundational courses know as gateway classes. By the end of spring 2018 semester, it is anticipated over 200 upper-class peer academic leaders will be identified and selected to work with Success@WMU. Prior to the fall, PALS will participate in a common training program designed to provide them with the skills and strategies needed to be effective learning community leaders. Faculty and staff will also be engaged as champions to support these learning communities. Modeling of the Student Signature Program, faculty and staff will have a professional development opportunity to engage in a Signature Pathway to become, for example a Diversity and Inclusion Champion, a Student Success Champion, or a Health and Wellness Champion. As a champion, faculty and staff will add support and be able to provide other avenues of connectedness and resource awareness for the students. Partnering the PALS with faculty and staff champions will provide a unique formula for success.
- A Virtual Reality Lab, a collaboration between the University Libraries and the Office of Information Technology, has been established in room 0135

of the Waldo Library. The VR Lab provides a space to explore this technology and an opportunity for faculty to how to integrate VR content into classes and research.

- College of Health and Human Services Dean Search: the position is posted and the search firm is actively seeking candidates and following up on nominations. The search committee, chaired by Lee Honors College Dean Gary Bischof, met with the search firm on January 31 to review early recruitment of candidates and discuss strategies for review of applicants. Airport interviews are tentatively scheduled for the third week of March.
- Lee Honors College Associate Dean Search: the position has been posted for an internal search. The search committee, chaired by College of Engineering and Applied Sciences Associate Dean Andy Kline, will begin review of applicants 15 February. The new associate dean is anticipated to start in July or August.
- Associate Provost for Budget and Personnel Search: Jim Gilchrist is retiring after nearly 30 years at WMU. A search committee is being formed and the position should be posted soon.
- Since implementation of Implicit Bias Training for search committees over 300 individuals have attended training.
- 23 February is Spring Convocation, which will recognize diversity and global engagement.

Discussion covered the following question and statement:

- What can be done about lower numbers of graduate applications? Stapleton reported that WMU is down about 200 applications. Some departments have extended deadlines for applications, so it is necessary to wait for those applications in order to accurately compare the data. Also with the economy being better, it results in lower graduate applications. In addition, WMU is in the process of moving to a new on-line application tool, which has created lag time in processing the applications.

ACTION ITEM

Nomination of the Faculty Senate President – Suzan Ayers, Faculty Senate President

The current terms of the Faculty Senate president and vice president will end at the 10 May meeting, and in accordance with the Bylaws, nominees for those positions are selected at the February meeting. The Faculty Senate office received one petition for candidacy for the office of president from Dr. Richard A. Gershon, professor of Communication. Since fewer than two nominations were received, nominations for eligible and consenting candidates from the floor were opened. Eligibility for election is restricted to elected members who have served for at least one year in the current Senate or in either of the two preceding Senates. Receiving none, nominations were closed.

Nomination of the Faculty Senate Vice President – Suzan Ayers, Faculty Senate President

The Faculty Senate office did not receive any petitions for candidacy for the office of vice president. Since fewer than two nominations were received, nominations for

eligible and consenting candidates from the floor were opened. Eligibility for election is restricted to elected members who have served for at least one year in the current Senate or in either of the two preceding Senates.

Yvonne Ford, Bronson School of Nursing, nominated Janet Hahn, Interdisciplinary Health Programs. Hahn accepted the nomination. With no further nominations, nominations were closed. Both ballots will be mailed to all faculty by 5 February.

MOA-18/01: WMU Essential Studies Learning Objective Amendments – Mervyn Elliott, Chair, Ad Hoc General Education Logistics Committee

The Ad Hoc General Education Logistics Committee recommends five learning outcome amendments to MOA-17/05: Revision of WMU General Education Curriculum. These amendments shall be applied to all other MOAs pertaining to WMU Essential Studies learning outcomes, including but not limited to MOA-16/06: General Education Revision.

A motion was made by Summy, seconded by Barkman, to approve MOA-18/01 as presented. With two opposed, the motion carried.

<http://wmich.edu/sites/default/files/attachments/u370/2018/MOA-1801.WMU%20Essential%20Studies%20Learning%20Outcome%20Amendments.1-26-18.pdf>

INFORMATION / DISCUSSION ITEMS

WMU Budget Update – Todd Barkman, Chair, Campus Planning and Finance Council, Jan Van Der Kley, Vice President for Business and Finance, Colleen Scharff, Executive Director of University Budgets

Barkman stated that CPFC has focused on University budget matters, including the appointment of a subcommittee to make recommendations for initiatives to improve the current budgetary process. In assistance with Van Der Kley and Scharff, the informational presentation has been created to provide details of the current budget and what budgetary changes are to come.

<http://wmich.edu/sites/default/files/attachments/u370/2018/WMU%20Budget%20Presentation.2-1-18.pdf>

Discussion covered the following questions and statements:

- How will workload and transparency be managed? Van Der Kley explained that various working groups that will be established which will be comprised of staff and faculty that will be addressing those issues, while being mindful of the AAUP Agreement. Her office will provide data to the working groups that will be making the recommendations.
- This will be an important process, which will require allocating resources toward WMU's mission.
- Transparency is appreciated and will foster a responsibility to look at things creatively.
- How will the Academic Program Review and five-year cycle for review interface with this or has WMU moved on from that plan? Stapleton stated that the goals that came out of the review process are being reviewed, and with these budgetary changes, they will enable WMU to move resources more fluidly. Van Der Kley noted that the budget should not dictate the curriculum, but vice versa, the curriculum needs to dictate the

allocation of budget. Brylinsky noted the 2020 Higher Learning Commission accreditation visit.

- Barkman reported that a modified Responsibility Center Management (RCM) model would offer dynamic reallocation of resources. Van Der Kley cautioned that this would be a WMU model; it will be unique to WMU. How it is structured will be determined by the working group structure. Montgomery stated that the historic WMU budget model did not allow for adjustments to budget, with a modified RCM, adjustments can be made instantly, the choices of how fluid WMU wants to be will be determined, based on WMU values. Montgomery explicitly stated a pure RCM model will not implemented.
- In the current allocations of budget monies, there is pressure to spend it all by fiscal year-end; will there be incentives not to do so? Van Der Kley encouraged departments, colleges, and division to think not just about today's needs, but planning for tomorrow's needs in a strategic way.
- Who will be setting the values of WMU? Montgomery stated that everyone on campus has input. Feedback will be solicited throughout this inclusive process.
- What is the vision of the future of the University from the administration's point of view? Van Der Kley reported that Associate Provost Terry Curran has been working with the Haenicke Institute for Global Education and the Graduate College on this topic.

Broncos FIRST Update – Andrea Beach, Co-Director, Center for Research on Instructional Change in Postsecondary Education

The Broncos FIRST program is in its last year of a \$3.2 million U.S. Department of Education grant focused on increasing the graduation rate of Pell-eligible students. The program will be requesting a no-cost funding extension from the U.S. Department of Education in order to become the Success@WMU initiative.

<http://wmich.edu/sites/default/files/attachments/u370/2018/BroncosFIRST.2-1-18.pdf>

Ad Hoc General Education Logistics Committee Update – Mervyn Elliott, Chair
Elliott reported that the committee is working on creating the program guidelines. The timeline and student learning outcomes rubrics have been provided to the Faculty Senate Executive Board for review. The rubrics are available on the Faculty Senate website to provide input. The timeline estimates a fall 2020 implementation date. Additionally, the timeline calls for courses to be submitted for approval beginning fall 2018. The Executive Board has approved a one-time extension to the submission deadline from October 31 to December 31.

Discussion covered the following questions and statements:

- Will the timeline be published? Elliott confirmed it will be on the Faculty Senate website.
- What about beta testing and data collection? Elliott explained that there would be a centralized data collection site. There is a process for the data to be collected in Elearning. As courses are submitted for approval, the data collection plan must be included. Data collection will occur during the semester(s) the course is taught.

PROFESSIONAL AND ACADEMIC CONCERNS

Discussion covered the following questions and statements:

- During the 7 December Professional and Academic Concerns, an issue was raised about students' use of free and paid websites offering quizzes and notes. Director John Jellies provided a brief summary report on behalf of the Professional Concerns Committee in response to this topic. The PCC invited General Counsel Carrick Craig to its meeting to discuss legal implications for such sites as coursehero.com, quizlet.com, and other professional note taking businesses. Several important messages came out of that meeting for Senators to note: 1) Craig will be developing guidelines for faculty to include best practices for appropriate responses to students; 2) It is a violation of University policy for anyone to use a wmich.edu email for commercial business purposes; 3) It is against University policy for anyone to attend a WMU class without being registered for the class; 4) Under copyright law, students own their notes, papers, and student work, while faculty own anything they produce for class – lectures, syllabus, and exam questions, etc.; 5) It is up to faculty to inform students and advise them to adhere to policy and discourage inappropriate use of copyrighted materials; 6) If faculty find their copyrighted material online they are encouraged to file a Digital Millennium Copyright Act (DMCA) report to the website in question in order to have it removed.
- Students are having difficulty finding textbooks because over the past year, Textbook Alley has changed the way textbooks are categorized. Instead of textbooks being sorted by course section, they are now organized alphabetically by author's last name. Additionally, the staff in Textbook Alley are unfamiliar with how to help students find the correct textbooks.

ADJOURNMENT

The Senate will meet next on 1 March 2018, in the Bernhard Center, room 208-209. The meeting adjourned at 7:12 p.m.

Sue Brodasky and Suzanne Davenport, Faculty Senate Office