Gershon's comments included the following:

Presented

A motion was made by Kritzman, seconded by Ayers, to accept the agenda as modified. Motion carried.

Approval of the Faculty Senate Executive Board Minutes – 13 July 2018

A motion was made by Jellies, seconded by Hahn, to approve the 13 July minutes as presented. Motion carried.

Information Items

President's Update – Gershon

Gershon's comments included the following:

• Meeting Updates:
  o Vice President for Marketing and Strategic Communication Tony Proudfoot: discussed opportunities for collaboration, the need to promote WMU Essential Studies, University strategic planning, and the need for faculty achievements to be highlighted. Also, the need for change in the role of the University website focusing not just on admissions, but for marketing as well.
  o WMU Essential Studies Director: Mervyn Elliott has accepted the director position. It will be a fiscal-year appointment. Gershon and Sarah Summy drafted a job description for the director. Ayers noted that a job description was created as part of the original budget protocol. Gershon will be given a run through of the electronic course submission process next week.
  o Associate Provost for Extended University Programs Dawn Fortin Mattoon: discussed the EUP technology capabilities. Brian Carnell, associate director for educational technology, is the point person for disability services.

Vice President's Update – Hahn

Hahn's comments included the following:

• While Hahn has not had another meeting with Provost Jennifer Bott, she will solicit topics from the Executive Board members prior to her September meeting.
Action/Status of Committee to Oversee General Education – Gershon
It was suggested that USC had disbanded COGE, but staff indicated that it has not formally been communicated and questions remain about pending change requests. Discussion was held. It was determined that staff will send any general education change requests to the WMU Essential Studies Executive Advisory Committee for determination until the implementation of WMU Essential Studies.

Council Year-End Reports and Charges – Gershon
Gershon presented the proposed charges for review.
• Academic and Information Technology Council: Discussion was held regarding charge 3. A motion was made by Ayers, seconded by Jellies, to accept the Council Year-End Report. Motion carried.
• Extended University Programs Council: Charge 9 had been removed due to the completion of eLearning standards. Charge 5 and 6 were modified. A motion was made by Ayers, seconded by Jellies to accept the Council Year-End Report. Motion carried.
• Graduate Studies Council: Change charge 3 to match the USC charge on the same topic. A motion was made by Ayers, seconded by Jellies, to accept the Council Year-End Report. Motion carried.

Short Term Military Absence Policy – Gershon
Gershon explained the request came from Associate Provost Dave Reinhold. Discussion was held. Jellies was asked to take this proposal to the Professional Concerns Committee.

Faculty Development Office and Faculty Technology Center – Gershon
Gershon expressed concern regarding a duplication of efforts and possible overlap. It was stated that the two offices have different purposes but work collaboratively. The FDO focus is on teaching techniques and FTC focus is on technology, specifically eLearning. It was suggested that this topic be on the Administration and EB dinner agenda.

Admission Standards – Gershon
Kritzman provided an example of her Summer II public speaking course, to which Gershon expressed concern. Kritzman had not been notified of the many students from the autism transition program that were enrolled in the course, which needed accommodations. The autism transition program is part of an autism grant, which is a summer experience program. Discussion was held. It was suggested that Gershon bring this instance to the attention of President Montgomery.

OTHER
Discussion was raised regarding Cooley Law School and the WMU pre-law courses. It was noted that Cooley faculty are not considered WMU faculty, but the pre-law courses are part of the WMU pre-law program independent of Cooley. Also, it was noted that WMU has a formal faculty liaison with Cooley that is different from WMed. It was suggested that Gershon bring up this topic at his next meeting with President Montgomery.

WMU Essential Studies Executive Advisory Committee Update: Ayers reported that the committee has continued to make progress on the electronic curriculum form. The committee is creating self-help tools. It is in the process of seating the WMU Essential Studies Course Review and Approval Committee. Mervyn Elliott is collaborating with Sarah Summy and Decker Hains to review the curriculum over the lifetime of WMU Essential Studies, including assessment data, and how courses are filled and offered. Ayers had drafted the policy to be reviewed by Jellies. The marketing subcommittee will soon be established.

Council and Committee 2018-19 Meeting Schedule
EB representatives were selected.

Administrative Dinner(s) Schedule – Brodasky
It was stated that EB members have teaching conflicts on Monday, Tuesday, and Wednesday nights. Brodasky will notify the President’s Office that the only option would be on a Thursday night. Gershon offered to host a dinner for the EB at his home at the end of the fall semester.

ADJOURNMENT
The Executive Board will meet next on 14 September 2018 from 9 a.m. to 10:30 p.m. Faculty Senate President Richard Gershon adjourned the meeting at 1:01 p.m.

Submitted by: Sue Brodasky, Faculty Senate Administrator