WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE EXECUTIVE BOARD
Minutes of 14 September 2018

Members Present: Osama Abudayyeh, Suzan Ayers, Carla Chase, Richard Gershon, Janet Hahn, John Jellies, Marilyn Kritzman, William Rantz (via telephone), C. Dennis Simpson, Bret Wagner
Staff: Sue Brodasky

Faculty Senate President Richard Gershon called the meeting to order at 9:03 a.m.

PROCEDURAL ITEMS
Acceptance of the Agenda
A motion was made by Wagner, seconded by Ayers, to accept the agenda as provided. Motion carried.

Approval of the Faculty Senate Executive Board Minutes – 10 August 2018
A motion was made by Kritzman, seconded by Simpson, to approve the 10 August minutes as presented. With one abstention, the motion carried.

ACTION ITEMS
2018-19 Council/Committee Charges – Gershon
Academic and Information Technology Council: discussion was held regarding charge 9. A motion was made by Jellies, seconded by Simpson, to approve 2018-19 Charges for AITC as provided. Motion carried.

Extended University Programs Council: discussion was held regarding the change in leadership of EUP. It was noted that EUP would like inclusion on the electronic curriculum process, and this request will be forwarded to the Ad Hoc Electronic Curriculum Committee once it is instituted. Charge 2 was modified such that it requires the council to take action. A motion was made by Jellies, seconded by Simpson, to approve the 2018-19 Charges for EUPC as revised. Motion carried.

Graduate Studies Council: no discussion. A motion was made by Ayers, seconded by Wagner, to approve 2018-19 Charges for GSC as provided. Motion carried.

Acceptance of the Faculty Senate Agenda – 27 September 2018
It was noted that the draft agenda was too short. The staff was asked if there have been any requests from the councils/committees to have item(s) on the Faculty Senate agenda, to which Brodasky stated there had not. It was suggested to include presentations from Terri Kinzy, Vice President for Research and Tony Proudfoot, Vice President for Marketing and Strategic Communication. It was suggested that the President be asked to give an update on the WMU budget model changes. The West Hills benefits announcement was postponed to the November meeting. A motion was made by Kritzman, seconded by Simpson, to approve the Faculty Senate 27 September agenda as modified, pending agreement of presenters. Motion carried.

INFORMATION ITEMS
President’s Update – Gershon
Gershon’s comments included the following:

- Board of Trustee Chair Jeffrey Rinvelt: discussion centered on the Faculty Senate Appraisal of the President. The fall timeline was confirmed.
- President Edward Montgomery: the oversight regarding the matriculation ceremony was resolved.
- University Budget Meeting: Gershon met with Associate Provost Chris Cheatham and University Budget Director Colleen Scarff. They noted that the project is only in the initial stages and that the Faculty Senate will have the opportunity to shape the conversation.
- Gershon contacted Director of Athletics Kathy Beauregard about concerns from the Health and Human Services faculty of building and parking issues during home football games. He has asked for a meeting with her.
- Gershon recommended that Associate Provost Terry Curran and Vice President Tony Proudfoot be added as advisory members to the Campus Planning and Finance Council. Additionally, that Curran regularly send Registrar Carrie Cumming as his representative to the Undergraduate Studies Council.

Vice President’s Update – Hahn
Hahn’s comments included the following:

- Academic Affairs Retreat: It is where the Arts and Sciences concern about the WMU Essential Studies course submission deadline originated. Discussion was held, and it was reiterated that the deadline could be extended if it is necessary.
  - A book was distributed regarding resource centered budget models. Contact the Provost office for additional copies of the book.
  - The WMU Essential Studies Executive Advisory Committee will be presenting at the Provost Council.

WMU Essential Studies Executive Advisory Committee Update – Ayers
Ayers expressed concern regarding the lack of release time for the WMU Essential Studies Director. Over the summer, the committee created all of the resources necessary for the submission process. Specific departments used to have waivers in place for general education, but will now apply for WMU Essential Studies course equivalencies. The equivalency courses will be required to meet the WMU Essential Studies course criteria but will not be considered WMU Essential Studies courses, because registration for the courses will be limited to students enrolled in a specific major. It was confirmed that the courses would be subject to the approval process in order to be applied as equivalencies. Kritzman volunteered as the EB liaison to the WMU Essential Studies Course Review and Approval Committee. Further discussion was held regarding the WMU Essential Studies Director.

DISCUSSION ITEMS
Disability Services for Students – Simpson and Ayers
Discussion was held regarding the two new positions announced in response to disabled student needs. It was questioned if the allocation of the two positions falls within the purview of the Faculty Senate. With consideration that the positions were in
response to concerns of the Academic and Information Technology Council, the Executive Board suggested additional follow-up. Gershon was asked to meet with Disability Services for Students Director Jayne Fraley-Burgett.

**WMU Faculty Senate Appraisal of the President**

Gershon confirmed with the Board of Trustees that the Faculty Senate Appraisal of the President would need to be conducted this fall in order to assist in informing the BOT’s review of the president. The BOT believes the appraisal instrument is too long, to the point of diminishing returns. Gershon will implement an ad hoc committee consisting of himself, Chase, Simpson, and Brodasky to revise the instrument. Discussion was held. It was noted that the committee that established the instrument originally included the director of the Evaluation Center. Discussion was held regarding the BOT’s interest in conducting a 360° review of the President. The ad hoc committee will provide a revised draft of the instrument at the next EB meeting. The revised survey and new timeline will be announced at the 27 September Faculty Senate meeting.

**University Wide Learning Outcomes – Gershon**

The topic of University wide learning outcomes was again raised for inclusion in Undergraduate Studies Council charges. It was stated that the topic is farther reaching than just USC and should be addressed by the EB. An Ad Hoc Committee was recommended to draft the outcomes, to include Chase, Chair of USC, Chair of Graduate Studies Council, and Associate Provost Dave Reinhold. The drafted outcomes will be vetted through USC, GSC, and the EB before going before the Faculty Senate.

**Faculty Senate 2018-19 Initiatives – Gershon**

Topic postponed to next meeting.

**Haenicke Institute for Global Education Visiting Scholars Fee – Abudayyeh**

Abudayyeh expressed concern regarding a new fee for visiting scholars implemented by the Haenicke Institute for Global Education, as it does not appear to have justification beyond pushing costs for what were University funded services onto the departments. Gershon was asked to meet with Associate Provost Paulo Zagalo-Melo.

**COUNCIL AND COMMITTEE REPORTS**

**Undergraduate Studies Council**: postponed to next meeting.

**Research Policies Council**: postponed to next meeting

**OTHER**

Gershon asked that EB members include background and suggested action when submitting topics of discussion via email. Also, the office staff should be copied.

**ADJOURNMENT**

The Executive Board will meet next on 28 September 2018 from 10 a.m. to 12 p.m.

Faculty Senate President Richard Gershon adjourned the meeting at 10:42 a.m.

Submitted by: Sue Brodasky, Faculty Senate Administrator

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