Faculty Senate President Richard Gershon called the meeting to order at 10:04 a.m.

**PROCEDURAL ITEMS**

**Acceptance of the Agenda**

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

Approval of the Faculty Senate Executive Board Minutes – 14 September 2018

A motion was made by Kritzman, seconded by Simpson, to approve the 14 September minutes as presented. Motion carried.

**INFORMATION ITEMS**

**President’s Update – Gershon**

Gershon’s comments included the following:

- There was a review of the Faculty Senate meeting from the previous night.
- The EB were asked to consider topics for the coming year Faculty Senate meetings. It was suggested that the speakers be coached for time and content. The meeting could be more user friendly with imposed time limits for speakers. Discussion was held regarding the progression of topics. While the speakers need to be constrained, the question period should not.

**Provost Jennifer Bott**

The enrollment and budget update from the Faculty Senate meeting the previous night was mentioned. There was discussion regarding enrollment and right sizing versus growth. Bott responded that colleges that are growing in enrollment still have the same number of faculty, but with right sizing that should not be. She noted that 65% of all University enrollment is in just 25 programs. Concerns were expressed regarding transfer students and Bott indicated she would look into transfer student success rates. It was asked if academic program planning would wait until the change in budget planning is completed. Bott stated that action should be taken now in order to inform the budget model resource changes to come. Recent changes in Extended University Programs were discussed. When demographics for census data was requested, Bott explained that there was a problem with the implementation of the software system used to capture data, and once that is fixed such data will be supplied. It was stated that faculty and students are not in favor of the flat rate tuition at WMU. Bott reported that national research shows that if students take 15 credit hours per semester they can graduate in 4 years. At other universities with flat rate tuition students have increased the number of credit hours taken each semester. Discussion was held.

**WMU Essential Studies Update – Summy, Hains, Elliott**

Summy reported that the committee needs the Executive Board to make decisions on several topics for inclusion in the new policy, such as baccalaureate writing, prerequisites, and study abroad, etc. It was confirmed that baccalaureate writing would not be part of the policy since it has been determined that it is not part of WMU Essential Studies. Discussion was held regarding creation of the policy. Gershon asked that the committee compile a list of items that it would like the EB to address. Elliott noted that the issue with study abroad is that courses are not offered every year as required by WMU Essential Studies, but it is being requested that they be part of the curriculum. Summy questioned if there should be a study abroad prefix for each college. There are questions about the course content for study abroad courses. Discussion was held. Concerns were expressed about the WMU Essential Studies Course Review and Approval Committee not beginning review of the courses submitted until January and the lack of communication of that timeline. Summy noted that of the 22 courses already submitted for review, they have not yet made it past the college curriculum committees. Also, the course review process will not be starting until January because the committee members still need to be trained. It was suggested that the timeline on the website be updated with more detail.

**Vice President’s Update – Hahn**

Hahn’s comments included the following:

- **Provost Meeting Update:** Hahn reported that it was an informative meeting.

**ACTION ITEMS**

**MOA-18/07: Revise Undergraduate Studies Council Role Statement**

It was explained that the proposed change is necessary due to the change of duties for USC. It was questioned if new charges could be provided directly to the council chair, or would they have to come before the EB. It was confirmed that all charges require a vote of the EB, but additional tasks for the council can be directed through the EB representative.

A motion was made by Kritzman, seconded by Simpson, to approve MOA-18/07 as provided. Motion carried.

**Council Elections**

It was suggested that the charges for the Extended University Programs Council need to be improved. However, considering the indecision regarding the status of the EUP office, it is premature to make any changes.

A motion was made by Jellies, seconded by Rantz, to elect Zoann Snyder, Arts and sciences (Social Sciences) (two-year term) and Amy Bocko, Representative-at-Large (three-year term) to the EUPC. Motion carried.

**eLearning Standards**

Discussion was held. It was questioned how the policy will be enforced, which is yet to be determined based on the status of EUP.

A motion was made by Wagner, seconded by Kritzman, to accept the report and direct EUPC to create a Memorandum of Action as recommended. Motion carried.
DISCUSSION ITEMS

Committee Charges and Leadership
Centers and Institutes Committee: the committee is without a chair and the charges need to be updated. It was suggested that the chair does not have to be a current member of the committee nor a director of a Center or Institute. Additionally the committee should be expanded.
A motion was made by Simpson, seconded by Kritzman, to postpone this and all further topics to the next meeting. Motion carried.

Committee on University Strategic Planning: topic postponed to next meeting.

Research Policies Council and WMU-AAUP Concerns – Kritzman
Topic postponed to next meeting.

Electronic Curriculum Process Committee – Wagner
Topic postponed to next meeting.

COUNCIL AND COMMITTEE REPORTS
Undergraduate Studies Council: Kritzman provided a report via email prior to the meeting.

Research Policies Council: Topic postponed to next meeting.

Extended University Programs Council: Topic postponed to next meeting.

Committee on University Strategic Planning: Topic postponed to next meeting.

Academic and Information Technology Council: Kritzman provided a report via email prior to the meeting.

WMU Essential Studies Executive Advisory Committee: Topic postponed to next meeting.

Campus Planning and Finance Council: Topic postponed to next meeting.

Professional Concerns Committee: Jellies provided a report via email prior to the meeting.

International Education Council: Hahn provided a report via email prior to the meeting.

Graduate Studies Council: Chase provided a report via email prior to the meeting.

ADJOURNMENT
The Executive Board will meet next on 12 October 2018 from 10 a.m. to 12 p.m.
Faculty Senate President Richard Gershon adjourned the meeting at 12 p.m.

Submitted by: Sue Brodasky, Faculty Senate Administrator