Members Present: Osama Abudayyeh, Suzan Ayers, Carla Chase, Richard Gershon, Janet Hahn, John Jellies, Marilyn Kritzman, William Rantz, C. Dennis Simpson, Bret Wagner
Guest: Jennifer Bott, Provost and Vice President for Academic Affairs
Staff: Sue Brodasky

Faculty Senate President Richard Gershon called the meeting to order at 10:06 a.m.

PROCEDURAL ITEMS
Acceptance of the Agenda
It was requested to move Discussion Item 4 to Action Item 3.
A motion was made by Simpson, seconded by Kritzman, to accept the agenda as amended. Motion carried.

Approval of the Faculty Senate Executive Board Minutes – 8 February 2019
A motion was made by Ayers, seconded by Chase, to approve the 8 February minutes as presented. Motion carried.

DISCUSSION ITEM
Provost and Vice President for Academic Affairs Jennifer Bott
Bott’s comments included the following:

- **Punta Gorda Regional Site**: the regional site will close as of 31 August. There will be three aviation students remaining to be taught-out. The decision to close the site was based on the sites financial challenges, housing difficulties, and the failure to execute a transfer agreement with Florida Southwest State College. All equipment currently in Punta Gorda will be moved to the Battle Creek campus. Discussion was held.

- **Extended University Programs**:
  - Revenue sharing – the 49% of EUP revenue that is directed to the WMU general fund has historically been billed incorrectly, which is being corrected immediately. Overpayments will not be rescinded.
  - Still to be determined is whether EUP will function as a service unit or academic area. The major challenge is faculty lines. EUP staff are involved in defining the value that EUP is capable of providing to WMU.

- **Associate Provost for Institutional Effectiveness Search**: Bott reported that the search has failed. The position will be evaluated prior to being posted a second time. Discussion held.

- **Enrollment and Retention**: discussion was held regarding the recently circulated letter from Central Michigan University on this subject.

- **WMU Teaching Schedule**: to address concerns of out-of-state students’ tendency to leave campus on Fridays there is consideration being given to changing the teaching schedule to include more Friday classes. Bott is encouraging the University to explore more dynamic ways to teach all week.

- **Concern**: expressed about other types of faculty work that takes place on Fridays because there are no classes. Bott suggested moving those activities to a different day of the week. Discussion was held.

- **Liberal Education Curriculum**: Bott will meet with College of Arts and Sciences Dean Carla Koretsky to review the LEC.

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

- **President Edward Montgomery Meeting**: there were several topics of discussion including Cooley Law School, likely creation of an ad hoc Faculty Senate Executive Board committee to explore interdisciplinary academic programs, and possible changes in WMU’s current procedures for granting honorary degrees.

- **Council Chairs Meeting**: was well received and attended.

- **Honorary Degree Recommendation**: a recommendation had been delivered to President Montgomery by the committee chair. Gershon will pursue changes to procedures initiated by the President’s Chief of Staff.

- **At a recent meeting it was suggested to Lynne Heasley that she join the Campus Planning and Finance Council**.

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

- **Provost Jennifer Bott Meeting**: topics included identifying the appropriate administrator to oversee centers and institutes reporting, curriculum change guidelines and defining how the guidelines are to be enacted. Rantz noted there is a process map with such details in the Senate office.

ACTION ITEMS
Creation of Ad Hoc Committee for Interdisciplinary Programs – Gershon
Gershon indicated that suggestions provided have been incorporated into the draft document. He hopes to seat the ad hoc committee by the end of spring semester and start regular meetings of the ad hoc committee in fall with the final report of the ad hoc committee due March of 2020. Revision of the proposal was suggested.

A motion was made by Jellies, seconded by Ayers, to approve the creation of an Executive Board ad hoc committee as identified in the revised proposal. Motion carried.

WMU Essential Studies Executive Advisory Committee Membership – Ayers
Ayers explained that the committee was seated with all members having one-year appointments. She suggested implementing one and two-year alternating appointments. Discussion was held. Ayers was asked to confirm with the committee members, which would accept a one-year and two-year appointment.

A motion was made by Simpson, seconded by Jellies, to postpone this item until the next meeting. Motion carried.

WMU Essential Studies Course Review and Approval Committee – 15 February Retreat
Gershon provided a handout addressing the actions of a faculty member from English that attended the retreat. The English faculty member expressed concerns about the committee’s handling of a denied course. Ayers explained substantive actions taken
by both the WMU Essential Studies Course Review and Approval Committee and the WMU Essential Studies Executive Advisory Committee to resolve the issue. It was suggested that a process statement be added to the website. Concern was expressed that such a statement would appear as a lack of confidence in the committees.

A motion was made by Jellies, seconded by Ayers, to have Gershon address the WMU Essential Studies Executive Advisory Committee with the support of the Executive Board. Motion carried.

Faculty Senate Agenda – 14 March 2019
The presentation topics were reordered. The Virtual Labs Demonstration was postponed to the April meeting. Brodasky was asked to contact the Provost to have her determine which of two presentations she would like to present.
A motion was made by Jellies, seconded by Wagner, to approve the agenda as edited. Motion carried.

Faculty Senate Minutes – 7 February 2019
A motion was made by Ayers, seconded by Wagner, to accept the minutes as provided. Motion carried.

DISCUSSION ITEMS, Cont.

Determining Policies from Memoranda of Action – Hahn
The EB members were asked to complete the tally form provided and return it to the FS office as soon as possible.

Credit Card Payments – Ayers
Ayers indicated that there was nothing to be discussed.

Employee Engagement Implementation Meeting – Kritzman
Kritzman reported that the committee was convened by Human Resources under the direction of President Montgomery. The survey will be distributed on 18 March to all WMU employees. Discussion was held.

Agenda Topics – 15 March Meeting with President Edward Montgomery
Two topics were suggested, Faculty Senate participation in evaluation of the senior administration including vice presidents, and the Cooley Law school.

COUNCIL AND COMMITTEE REPORTS
Due to time constraints, this agenda item was not addressed.

ADJOURNMENT
The Executive Board will meet next on 15 March 2019 – Bernhard Center, President’s Dining Room from 10 a.m. to 12:30 a.m. Faculty Senate President Richard Gershon adjourned the meeting at 12:29 p.m.

Submitted by: Sue Brodasky, Faculty Senate Administrator