Faculty Senate President Richard Gershon called the meeting to order at 10:03 a.m.

PROCEDURAL ITEMS

Acceptance of the Agenda
A motion was made by Simpson, seconded by Hains, to accept the agenda as provided. Motion carried.

Approval of the Faculty Senate Executive Board Minutes – 24 May 2019
A motion was made by Abudayyeh, seconded by Simpson, to approve the 24 May minutes as provided. Motion carried.

DISCUSSION ITEMS

WMU Essential Studies Update – Elliott
Elliott reported that the assessment of the student learning outcomes (SLO) will be recorded within Elearning. He is working with the software provider (D2L) in order to populate the rubrics for each course into the new Elearning module that has been purchased. A pilot is being planned to test these procedures. Discussions have started with an independent contractor to build the student academic webpage for WMU Essential Studies. A meeting was held with the Vice President for Strategic Marketing and Communication, who will be assisting with the WMU Essential Studies marketing committee and on building the academic website. Elliott gave a PowerPoint presentation, which he had provided to the Provost Council earlier in the week. The presentation included details regarding key program differences; development of a cycle of review; a timeline; the first-look review of the new curriculum with the courses as part of DegreeWorks, which is how students will access the choices in the program and be able to enroll in those courses; curriculum mapping; and presentations to students and faculty. It is suggested that it be considered to house WMU Essential Studies as part of the newly announced University College that is being created. Discussion was held. Gershon expressed concern regarding the email sent yesterday to chairs and directors being out of sequence because the Executive Board had not been given the opportunity to review the material prior to the message being sent. Discussion was held.

INFORMATION ITEMS

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

- Provost Jennifer Bott Meeting Update: an update was distributed by email. Additional details included:
  - Centers and Institutes: the process of the required reports has been assigned to Vice Provost Christopher Cheatham. It is still unknown what that processes will entail. It was suggested that Vice Provost Cheatham be added as a member of the Centers and Institutes committee and that a September meeting of the committee be planned.
  - A motion was made by Simpson, seconded by Kritzman, to add to the Centers and Institutes committee as an advisory member, and to eliminate the Vice President of Research advisory committee member. Motion carried.
    - Accessibility Committee: Vice Provost Cheatham chairs the committee which reports to the Provost. It was observed that there is no urgency regarding the actions of the committee. It was confirmed that while a meeting was scheduled, it was canceled. Discussion was held.
    - University College: the new college will be created and will house the Success@WMU program, the University Studies program, and a centralized advising office. There will be a University College dean and one or two assistant deans, but no faculty. It was suggested that the Undergraduate Studies Council serve as the college curriculum committee for the University Studies Program replacing Extended University Programs Council. Additionally, it was suggested that the University College house the WMU Essential Studies program once it has been launched. Discussion was held.
    - Enrollment: transfers are down due to a good economy offering students other options. It appears that the most significant issue facing retention is persistence (i.e. students do not stay through graduation).
    - Budget: It was reported there is an $11 million shortfall in this fiscal year budget. Covering the deficit is expected to involve budget cuts at the deans’ level. The Provost is asking for support from the Faculty Senate to assist in spreading the message of a united WMU in this crisis rather than colleges cannibalizing each other.

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

- Ad Hoc Interdisciplinary Committee: continuing to recruit members.
- Policy on Policies Committee: Brodasky will serve as the Faculty Senate representative on the committee.
- Meeting Date: an additional Executive Board meeting has been added on 2 August in the Bernhard Center, Faculty Lounge.

ACTION ITEMS

Approval of the Faculty Senate Minutes – 9 May
A motion was made by Simpson, seconded by Abudayyeh, to accept the 9 May Faculty Senate minutes. Motion carried.

Vice President pro tempore Election – Gershon
Jellies was nominated to serve as Vice President pro tempore.
A motion was made by Abudayyeh, seconded by Simpson, to appoint Jellies Vice President pro tempore, effective immediately. Motion carried.

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A motion was made by Jellies, seconded by Simpson, to accept the Professional Concerns Committee 2019-20 Charges as provided. Motion carried.

**MOA-19/02: Adding a Major or Minor to a Previously Awarded Degree Policy**

Kritzman reported that the Undergraduate Studies Council reviewed the Executive Board suggestion of including a 10-year time limit; however, USC rejected the time limit due to the limitations of catalog years and a short turn-around to which students would be subjected. Additionally, by implementing a time line, it would exclude the target market the policy is meant to attract. Discussion was held. The policy is specific to majors and minors that were not in existence at the time an undergraduate degree is issued.

A motion was made by Simpson, seconded by Hains, to send MOA-19/02 back to USC for the policy language to be created. Motion carried.

**DISCUSSION ITEMS, Cont.**

**Children’s Place Learning Center Closing – Gershon**

Gershon explained that he had received an email from faculty with concerns regarding the closure of the Children’s Place Learning Center. Discussion was held. Ultimately, it is a University business decision for a service that is not central to WMU’s mission, and a result of a large budgetary decision linked to the $12 million shortfall.

**Hilltop Village Planning Committee – Gershon**

Gershon stated that he had been contacted regarding providing a representative to serve on the Hilltop Village Planning Committee. It was suggested that Campus Planning and Finance Council be asked to provide a member volunteer for the representative.

**AITC Meeting Schedule – Brodasky**

Brodasky reported that two key Academic and Information Technology Council members have asked to change the council’s meeting schedule because they are unable to attend due to changes in their schedules. Faculty Senate staff conducted a Doodle poll but were unable to identify a new schedule that will accommodate all of the council membership. The Executive Board selected a new schedule based on the results of the poll and instructed staff to inform the council.

**COUNCIL AND COMMITTEE 2019-20 CHARGES**

**Undergraduate Studies Council:** Kritzman had provided several suggestions, which she reviewed individually. Discussion was held.

A motion was made by Kritzman, seconded by Jellies, to approve the charges provided. Motion carried.

**Academic and Information Technology Council:** postponed to next meeting.

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

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

**International Education Council:** postponed to next meeting.

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

**ADJOURNMENT**

The Executive Board will meet next on 12 July 2019 – Bernhard Center, Faculty Lounge from 10 a.m. to 12:30 p.m. Faculty Senate President Richard Gershon adjourned the meeting at 12:49 p.m.

Submitted by: Sue Brodasky, Faculty Senate Administrator