Members Present: Osama Abudayyeh, Richard Gershon, Decker Hains, John Jellies, Marilyn Kritzman, William Rantz, Sarah Summy

Member Absent: C. Dennis Simpson

Guest: Jennifer Bott, Provost and Vice President for Academic Affairs

Staff: Sue Brodasky

Faculty Senate President Richard Gershon called the meeting to order at 10:02 a.m.

**PROCEDURAL ITEMS**

*Acceptance of the Agenda*

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

**INFORMATION ITEMS**

*President’s Update – Gershon*

Gershon’s comments included the following:

- **Enrollment**: is down 4%, with a yield of only one out of five students who have been recruited to WMU.
- **State Budget**: the Michigan legislature is expected to finalize its budget soon.
- **Matriculation**: Gershon welcomed incoming students and Kalamazoo Mayor Bobby Hopewell gave remarks.
- **Board of Trustees Meeting**: review was held regarding the change of appraisal schedule to three years. It was noted that the review of the Provost is the purview of the President. Gershon gave the Faculty Senate presentation at the Board of Trustees meeting highlighting upcoming FS initiatives.
- **Construction**: the new student center broke ground this week. Discussions continue to be held with the Administration regarding meeting room allocation.
- **Japanese Scholars**: Gershon and Associate Provost Dave Reinhold explained WMU’s curriculum review process to visiting Japanese scholars.
- **Faculty Senate Vice President Election**: the election calendar has been distributed.

*Vice President pro tem’s Update – Jellies*

Jellies’ comments included the following:

- **Provost Jennifer Bott meeting update**: meetings have been scheduled and he asked for topics for the upcoming meeting.

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**Provost and Vice President for Academic Affairs – Bott**

Bott’s comments included the following:

- **Think Big**: there will be four town hall meetings scheduled to present the Think Big initiatives and provide market research results from the survey.
- **Employee Engagement Survey**: an email was distributed to announce presentations that will provide results from the employee engagement survey. There have been some items identified that are topics for improvement. Discussion was held regarding the distribution of the data to the Faculty Senate Executive Board.
- **OneWMU Design Committee**: Bott inquired when she can expect the EB recommendations of faculty to serve on the committee. Gershon indicated that a proposed list of candidates will be voted and approved at today’s EB meeting and will be forwarded to Bott as soon as possible following the meeting. It was noted that the other established committees have been slow to start, and questioned how that will affect the timeline. Bott admitted the committees are two weeks behind but she anticipates they will catch up. Discussion was held.
- **State Budget**: it is expected that the state will ratify its budget soon, as it has passed the house and senate and is with the Governor. There are 17 days remaining for the budget to be passed before a state shutdown.
- **Enrollment**: is down 4%; part of that calculation is graduate enrollment, which is down 8%, masters enrollment which is down 10% and main campus enrollment which is down 5%, all of which will necessitate budget cuts.

Discussion was held. There are concerns over student debt, especially for students nearing senior year. A program has been launched to assist seniors with debt that limit them from graduating. Of the 164 seniors who were not slated to finish, 29 were re-enrolled for fall. Several more of those 164 seniors are expected back in spring semester. The number one thing hurting WMU is that out of all senior students only 24% graduate in four years and 56% graduate in six-years (this assumes 20% never graduate). When asked for a reasonable target, the Provost suggested somewhere in the low 60 percentile for six-year graduation rate. Discussion was held.

- **Course Scheduling**: discussion was held regarding moving course scheduling more evenly across all days of the week. Bott noted that with Dunbar going offline for renovation, there has been more discussion about distribution of course offerings on Mondays and Fridays which are really important for enhancing campus life.

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**WMU Essential Studies Update – Summy**

Summy’s comments included the following and a handout was provided:

- **Course Review Schedule**: a four-year cycle of review is being designed that will review one course category over three years with the fourth year reserved to review the entire curriculum.
- **Rubrics and Assessment**: the rubrics are currently a problem and will need to be calibrated after the first year of use. Assessment data for each course category will be reviewed as soon as it is collected, but there are questions regarding where the data will be housed and by who and how it will be used.
- **Procedures**: a revision of general education procedures was drafted last fall but they do not include the new assessment and review schedule. It is being questioned how to move a procedures document forward since it will need to
be in place at the time WMU Essential Studies is launched. It was stated that it will need to come forward as an Memorandum of Action, which the WMU Essential Studies Executive Advisory Committee should draft for approval by the Executive Board and the Faculty Senate. Discussion was held regarding advocating for a full-time permanent WMU Essential Studies Director.

- **Committee Membership**: a vice chair, who will serve as chair next semester, has been elected. Discussion was held regarding filling membership vacancies.

A motion was made by Jellies, seconded by Abudayyeh, to approve the recommended faculty, pending their agreement to serve. Motion carried.

- **Acceptance of Courses**: the Registrar’s office has requested to start adding approved WMU Essential Studies courses to Banner. While not all courses are ready, those that have been given final approval in the Banner workflow.

- **Deadline Extension**: the WMU Essential Studies Course Review and Approval Committee continues to review resubmitted courses. The deadline for submission is 20 October 2019. All courses received after the deadline will not be part of the WMU Essential Studies 2020 launch but will be considered for addition to the program for the following year.

### ACTION ITEMS

**Acceptance of the Faculty Senate Agenda – 3 October 2019**

It was suggested postponing MOA-1904: Creation of Student Expectation Attendance Policy until the November FS meeting in order to allow the Professional Concerns Committee to review feedback from the first reading and make edits.

A motion was made by Jellies, seconded by Kritzman, to approve the revised agenda. Motion carried.

**Ad Hoc Electronic Curriculum Process Committee Chair Appointment**

Gershon nominated Bret Wagner to chair the committee, and Hains to serve as liaison.

A motion was made by Kritzman, seconded by Rantz, to approve the appointments of both Wagner and Hains. With one abstention, the motion carried.

**Public Safety Oversight Committee Appointments**

Jellies provided an explanation of service on the committee.

A motion was made by Rantz, seconded by Kritzman, to appoint Jellies and Judith Ryepma to the Public Safety Oversight Committee, pending Ryepma’s agreement. Motion carried.

**Bernhard Center Advisory Board (Student Center) Appointment**

Gershon explained the request for a representative. It was suggested that Gershon and Faculty Senate Administrator represent the FS on the committee based on issues before the committee.

A motion was made by Kritzman, seconded by Jellies, to appoint Gershon and Brodasky to the Bernhard Center Advisory Board to represent the Faculty Senate. Motion carried.

**OneWMU (University College) Design Committee Recommendations**

Discussions were held regarding additional recommendations.

A motion was made by Jellies, seconded by Rantz, to forward the list of recommendations to the Provost noting that the faculty listed have not been contacted to confirm their availability for participation, nor has the list been balanced for representation or diversity, but the Provost is encouraged to do so. Motion carried.

### DISCUSSION ITEMS

**Faculty Senate Recognition Evening**

Gershon provided an overview of the program indicating remarks would be made from a Board of Trustee member, President Edward Montgomery, and Gershon, to be followed by the pinning ceremony, which will include Executive Board members introducing each of the Faculty Senate past presidents. It was requested that the introductions be scripted by the FS office. Other attendees will include some of the immediate past EB members, current BOT members, and the President’s Cabinet.

**Provost Appraisal Planning**

Gershon noted that at a recent meeting with Board of Trustee Vice Chair Lynn Chen-Zhang and BOT secretary Kahler Schuemann, it was stated that the University President will be responsible for review of the performance of the Provost and Vice President for Academic Affairs. Gershon will inquire with President Montgomery if he has interest in the data collected via the Faculty Senate Provost appraisal.

It was questioned if the FS appraisal should be conducted if the University President does not intend to use the resulting data, to which it was noted that there is value to the Provost in the appraisal regardless of the President’s use of the data. The timeline of conducting the appraisal was questioned, and considering there is not a rush that topic was postponed until such time as Gershon can confer with the President.

**Honorary Degree Policy**

Gershon reported that the Honorary Degree call for nominations is scheduled to be sent out in the next couple of weeks. The Board of Trustees is questioning the policy which includes a delay of a three-year period past the term of service before a Trustee could be nominated, and suggest it be reduced. The Executive Board acknowledged that the policy is not governed by the Faculty Senate and therefore may be amended however the University President so wishes. It was noted that if a Trustee nomination that was made in less than three years came under scrutiny, the Faculty Senate would not support the nomination.

**ADJOURNMENT**

The Executive Board will meet next on 27 September 2019 – Bernhard Center, Faculty Lounge from 10 a.m. to 12:30 p.m. Faculty Senate President Richard Gershon adjourned the meeting at 12:23 p.m.

Submitted by: Sue Brodasky, Faculty Senate Administrator