WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE EXECUTIVE BOARD
Minutes of 4 October 2019

Members Present: Osama Abudayyeh, Richard Gershon, Decker Hains, John Jellies, Marilyn Kritzman, William Rantz, C. Dennis Simpson, Sarah Summy
Guests: Maria Gigante, Associate Professor and Jan Gabel-Goes, Director of Faculty Development
Staff: Sue Brodasky

Faculty Senate President Richard Gershon called the meeting to order at 9:58 a.m.

PROCEDURAL ITEMS
Acceptance of the Agenda
An amendment was made to move the Accessible Technology Committee report immediately following the Academic and Information Technology Council report. A motion was made by Simpson, seconded by Hains, to accept the agenda as amended. Motion carried.

Approval of the Faculty Senate Executive Board Minutes – 27 September 2019
This item was postponed.

DISCUSSION ITEMS
Writing in the Disciplines – Gigante and Gabel-Goes
Gigante has been named a faculty fellow by the Provost in the Faculty Development Office. Writing in the Disciplines (WID) is being presented as a subset of writing across the curriculum to address advanced writing focused on a student’s field of study. Gigante noted that faculty are being asked to teach writing, but they are not provided lessons on how to do that. She proposes that WID be integrated with WMU Essential Studies in the Level 2 and Level 3 courses that have selected the writing outcome. If WMU implements a WID program, it would be in line with peer institutions, and could be used as a recruitment tool. WID will provide resources to teach faculty to teach writing. Gigante provided a handout that outlined her request to establish a Faculty Senate committee or advisory board. It was questioned if the proposed committee would be a subcommittee of WMU Essential Studies Executive Advisory Committee, which reports to the Executive Board. Discussion was held regarding the Undergraduate Studies Council’s Intellectual Skills Program Advisory Committee’s (ISPA) charge to look at teaching writing across the curriculum and baccalaureate-level writing courses. Gabel-Goes noted that she has served on the ISPA committee and it never addressed that charge. The question was raised whether WID is being offered to faculty that are interested and/or as a tool for WMU Essential Studies courses with the specific student learning outcome (SLO) for writing. It was noted that WID would not be applicable for WMU Essential Studies Level 2 courses, but rather just Level 3 courses with that SLO. Support was offered for additional faculty resources to teach WID. Discussion was held regarding whether WID would be required of faculty. When asked, Gigante explained that the WID resources could be provided to faculty through workshops, presented to departments, or through online curriculum. Gabel-Goes stated that WID is intended as a resource to faculty. It was questioned if a needs assessment has been conducted, and if not, it was suggested that a needs assessment be conducted while WMU Essential Studies is being launched in the fall of 2020. Gigante expressed that this is necessary in order to have the committee/advisory board be created. Gabel-Goes noted that WID came from a request of the dean of the College of Arts and Sciences because of her perceived need for the program. She noted that WID is seeking to assist faculty who want the resources and not intended to require faculty to participate. Discussion was held regarding housing WID within the office of Faculty Development which will be transitioning to Extended University Programs as of July 1 2020. Gigante would like to broaden the market through participation with the Faculty Senate. Discussion was held.

INFORMATIONAL ITEMS
President’s Update – Gershon
Gershon’s comments included:
• President Edward Montgomery Meeting Update:
  o Strategic Resource Management: discussion at the Faculty Senate meeting last night was a response, in part, to concerns expressed by Gershon to President Montgomery, specifically regarding Strategic Resources Management and the importance of choice and values reflected in the mission of the University.
  o Space Allocation: there is a need for an inventory of how the Bernhard Center is currently used, including how specific events are managed. It was noted that if use of other existing campus locations such as Fetzer and Heritage Hall are to be expected, then cost of those spaces will need to be accommodated. Concerns was expressed by the EB that cost is not the only issue, the matter of inconvenience in location, being off of main campus, for the majority of council and committee members must also be considered.

ACTION ITEMS
Council Election
A motion was made by Simpson, seconded by Rantz, to elect Xiuye Xie to the Campus Planning and Finance Council for a two-year term. Motion carried.

Committee Appointments
A motion was made by Rantz, seconded by Kritzman, to appoint Anne-Marie Guidy-Oulai and Christopher Cho to the Professional Concerns Committee, each for three-year terms. Motion carried.

DISCUSSION ITEMS, Cont.
Undergraduate Studies Council and Graduate Studies Council Joint Charge – Gershon
Consider and review best practices as well as recommend procedures to award academic credit for professional/industry experience for non-traditional students wishing to obtain a Master’s degree (Prior Learning Assessment – PLA)

Gershon questioned that since both councils have been assigned the same charge, should they be directed to create a subcommittee with members from each to address it. It was noted that the charges differ slightly based on undergraduate and graduate level application of the assessment. It was suggested to allow each council

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to work independently on the charge assigned to them. Discussion was held regarding credit for prior experience as appropriate for general education courses, and current credit by exam opportunities. It was agreed to allow each council to act independently.

COUNCIL AND COMMITTEE REPORTS

Faculty Senate Council Reports

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

Accessible Technology Committee: Simpson reported that at the recent meeting Jayne Fraley-Burgett resigned her position on the committee. Gwen Bostic assumed the co-chair position joining Cara Junghans. It was stated that one of the three positions funded for these efforts had been eliminated due to budget cuts, that position resided in Strategic Marketing and Communications. The committee has been requested to provide updates to the Academic Forum. As the committee reviewed possible endeavors, such as a formal tracking system, each vice presidential area represented responded with a lack of resources to support any actions. Simpson provided examples of possible projects that were denied resources. Concerns was expressed by the EB that the committee is focusing on low instance disabilities and ignoring high instance disabilities. The number of student self-identifying through the Disability Services for Students continues to escalate. Discussion was held regarding risk analysis and committee focus.

Campus Planning and Finance Council: Jellies reported that the council received a report regarding the roll out of the Strategic Resource Management system. The election of officers failed to select a chair, and will be taken up at the next council meeting. Discussion was held.

Extended University Programs Council: Rantz announced the officer elections. The EUP transition to a service unit calls for a two-year transition period. EUP conducted an audit of all academic programs and are meeting with the college deans with results. The Aviation College has closed up all operations in Punta Gorda, Florida.

Graduate Studies Council: Rantz reported that a significant discussion at the council meeting was dedicated to the procedures for processing course proposals. Kritzman and Rantz were asked to confer on the needs for defining that process. Two Memoranda of Action were passed to come before the EB at its next meeting.

International Education Council: Gershon stated that the council is looking into global classrooms, how to make students comfortable on campus, and hosting forums to help faculty on ways to internationalize course content.

Research Policies Council: Abudayeh reported a change of the agenda without notice to included three new policies from the Office of Research and Innovation, which were postponed because the policy documents had not been provided. The council postponed the ORI Research Misconduct Policy until the next RPC meeting.

Undergraduate Studies Council: Kritzman stated that the council discussed its charges. Several course proposals were approved and one was postponed. It is apparent that the council needs to establish guidelines regarding requesting additional proposal information, and the processes to do so in conjunction with the Provost. The leadership of USC and GSC will be meeting again with Provost Bott to discuss those procedures. Discussion was held. Three MOAs were postponed for revision. The council discussed college curriculum committee documents being distributed to USC and GSC members.

University Policies Committee: Brodasky reported that the committee meets every other week, but progress on policies is slow. Many policies being discussed are Presidential or University level and do not involve the Faculty Senate. However, a large majority of policies being reviewed are from the Office of Research and Innovation. The RPC meeting minutes from May clearly indicated three policies that required an MOA to be developed, which Brodasky has facilitated. At the next EB meeting she will bring before several policies for the EB to determine if an MOA will be needed.

Faculty Senate Committee Reports

The following reports were postponed:
- Ad Hoc Committee for Interdisciplinary Academic Studies
- Ad Hoc Electronic Curriculum Process Committee
- Professional Concerns Committee
- WMU Essential Studies Executive Advisory Committee

University Committee Reports

The following reports were postponed:
- Bernhard Center Advisory Board: Brodasky
- Employee Engagement Committee: Kritzman
- OneWMU Design Committee: Kritzman and Jellies

ADJOURNMENT

The Executive Board will meet next on 11 October 2019 – Bernhard Center, Faculty Lounge from 10 a.m. to 12:30 p.m. Faculty Senate President Richard Gershon adjourned the meeting at 12:42 p.m.

Submitted by: Sue Brodasky, Faculty Senate Administrator