WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE EXECUTIVE BOARD
Minutes of 11 October 2019

Members Present: Osama Abudayyeh, Richard Gershon, John Jellies, Marilyn Kritzman, C. Dennis Simpson, Sarah Summy

Members Absent: Decker Hains, William Rantz

Guests: Anthony DeFulio, Vice Chair, Research Policies Council; Timothy Michael, Chair, Graduate Studies Council

Staff: Sue Brodasky

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

PROCEDURAL ITEMS
Acceptance of the Agenda

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

Approval of the Faculty Senate Executive Board Minutes – 27 September and 4 October 2019

This item was postponed.

INFORMATIONAL ITEMS
President’s Update – Gershon

Gershon announced the dinner with President Edward Montgomery has been scheduled for Thursday, 21 November, from 5:30 to 7:30 p.m. off campus.

Vice President pro tem’s Update – Jellies

Jellies asked for Brodasky to arrange for the newly-elected vice president to be scheduled to accompany him to the previously scheduled meetings with Provost Jennifer Bott.

DISCUSSION ITEMS
Ad Hoc Syllabus Committee – Membership and Charges

It was suggested that the ad hoc committee include members of the Undergraduate Studies Council, Graduate Studies Council, and Professional Concerns Committee. The ad hoc committee will be asked to research best practices, review and update required items to be included on syllabi. Staff was asked to contact USC, GSC, and PCC Executive Board representatives to ask for members to be appointed to the ad hoc committee. The result of the committees’ work should be a Memorandum of Action that will be vetted through USC, GSC, PCC, and the EB.

Establish Meetings with President Edward Montgomery

Gershon stated that President Montgomery has requested to attend one EB meeting per semester. Discussion was held regarding scheduling. It was suggested that the president be scheduled separately from the already established meetings with the provost. The EB members were in support of scheduling additional meetings if necessary. Brodasky was asked to suggest to the president’s staff that he attend the 22 November or 6 December meeting and during the middle of the spring semester.

ACTION ITEMS

MOA-19/08: Creation of Eligibility to Serve as WMU Principal Investigators on Sponsored Projects Policy – DeFulio

Abudayyeh explained how the policy regulates who can be a principal investigator (PI) at WMU and that it is a newly-created policy. It was questioned why faculty specialists are listed. It was stated that although it is not common, a faculty specialist would be allowed as a PI. Discussion was held regarding the possibility that it would be an AAUP contractual issue. Suggestions were made for edits to be sent back to the Research Policies Council. A motion was made by Kritzman, seconded by Abudayyeh, to refer MOA-19/08 back to RPC for revision based on EB recommendations. Motion carried.

MOA-19/11: Revision to Graduate Catalog to Allow Graduate Certificate Credits for Use in Graduate Programs – Michael

Michael explained that WMU has accepted stacking of certificates toward a degree, and has been asked by programs if the certificate credits hours can be applied toward master degree credits. GSC was in agreement to allow the certificate credits to be used toward a master degree, but only if the department is willing to accept the credits as being applied to the completion of a masters degree. Discussion was held. A motion was made by Simpson, seconded by Kritzman, to approve MOA-19/11 as presented. Motion carried.

MOA-19/12: Revision to Graduate Catalog to redefine Full-time Graduate Student Status for Loan Deferment and Insurance Eligibility – Michael

Michael noted the purpose of the MOA is to ease the financial burden for graduate students that are registering for just one credit to complete their degree, and need an opportunity to defer the start of loan payments. A motion was made by Jellies, seconded by Simpson, to approve MOA-19/12 as presented. Motion carried.

DISCUSSION ITEMS, Cont.

Policies for Review – Brodasky

Brodasky asked for EB guidance to determine if the following policies are within the scope of the Faculty Senate, and if so, should they be moved forward to RPC as MOAs.

- WMU Research Acceleration Policy (WRAP) – Office for Research and Innovation: the EB determined it is not in the purview of the Senate.
- Recovery of F&A Cost Policy – Office for Research and Innovation: the EB determined it is not in the purview of the Senate.
- Institutional Base Salary Policy – Office for Research and Innovation: the EB determined it is not in the purview of the Senate.
- Institutional Base Salary Policy to the AAUP as informational. Motion carried.

- Fixed-Price Agreements Policy – Office for Research and Innovation: Discussion was held.

A motion was made by Jellies, seconded by Abudayyeh, to refer the Fixed-Price Agreements Policy to the RPC to determine if this issue would be within the Faculty Senate scope as part of shared governance, and if so, to make a recommendation to the EB in a MOA. Motion carried.
COUNCIL AND COMMITTEE REPORTS

Faculty Senate Council Reports

International Education Council: Gershon reported that the council is researching creating a faculty fellow as well as the creation of a subcommittee to focus on internationalization of the curriculum. Specifically, the focus is on how to teach instructors to incorporate international perspectives in the classroom.

Research Policies Council: Abudayyeh noted that several documents were presented from the Office of Research and Innovation that pertained to compliance with Federal regulations.

Undergraduate Studies Council: Kritzman commented that the council approved several proposals and three MOAs that will come before the EB soon. Kritzman reported that USC’s Intellectual Skills Program Advisory Subcommittee (ISPAC) chair stated the subcommittee would be changing its membership. It was questioned if the ISPAC charge pertaining to baccalaureate-level writing is working at cross purposes to the Writing in the Disciplines Initiative (WID) presented at the last EB meeting. It was noted that Associate Professor Maria Gigante has been attending the ISPAC meetings and is anticipated to be added to the ISPAC membership. Up until recently, Director of Faculty Development Jan Gabel-Goes had been a member of ISPAC. Discussion was held regarding WID. Kritzman gave an update on USC’s Transfer of Credit Subcommittee, and its discussion of allowing students to transfer to WMU credits from minors obtained at other colleges, if the minor is not offered at WMU. Specifically, transfer students from community colleges were given as examples, based on associate degrees from two-year institutions. It was suggested that this topic be added to a future EB agenda.

Faculty Senate Committee Reports

Ad Hoc Committee for Interdisciplinary Academic Studies: Gershon reported that the committee is making good progress, and the focus of today’s meeting will be barriers to change.

Ad Hoc Electronic Curriculum Process Committee: Due to Hains’ absence, this topic was postponed.

Professional Concerns Committee: Jellies stated that the committee will be coming forward at the next Faculty Senate meeting with amendments to MOA-19/04: Creation of Student Expectation Attendance Policy. There is the possibility a new MOA will be coming forward to address procedural changes to the Grade Appeal or Program Dismissal Appeal Committee regarding erroneous third party documentation.

WMU Essential Studies Executive Advisory Committee: Summy asked for input on the topic to be addressed at the next meeting, which is course initiator complaints having their course denied after their resubmission was reviewed. She provided examples and noted that the initiators disagree with the finding of the WMU Essential Studies Course Review and Approval Committee. Discussion was held. The EB supported review by the WMU Essential Studies Executive Advisory Committee of those in question, and to develop a resubmission form that requires initiator to indicate how team notes have been addressed.

University Committee Reports

Bernhard Center Advisory Board: Brodasky noted that Suzanne Davenport attended the meeting in her place. The agenda items that were discussed were:

- Establishing subcommittees for budget and food vendors
- Vendors are expected to include:
  - PNC Bank
  - Follett Bookstore
  - Postal shipping and mailing service
  - Sandwich shop
  - Pub to serve beer and wine only
  - Restaurant and/or Food Court
  - Coffee shop
  - Third party catering services
  - Game room
- WMU Offices moving to the student center include:
  - WMUK
  - Student Media Services
  - Welcome Center
  - Admissions
  - Division of Student Affairs
  - Student Organizations

Employee Engagement Committee: Kritzman explained that the survey results were not perceived as a surprise. President Montgomery announced the launch of a website to track the progress of the outcomes.

OTHER

Gershon expressed concern regarding the many MOAs expected to come before the Faculty Senate over the next couple of months, and if time at the meetings will allow for this work to be completed. And that such MOAs will need to be integrated into the upcoming Faculty Senate meetings. It was suggested that a January Faculty Senate meeting be scheduled as necessary.

It was stated that at a college meeting, when asked, the dean indicated that the data gathered during the Academic Program Review would be used to inform decision of Strategic Resource Management. However, at the most recent Faculty Senate meeting, Vice Provost Chris Cheatham stated that the administration will not be using the data gathered during the Academic Program Review to eliminate programs. These two statements appear to be in conflict. It was suggested that Cheatham be contacted for clarification.

ADJOURNMENT

The Executive Board will meet next on 25 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

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