Members Present: Osama Abudayyeh, Richard Gershon, Decker Hains, John Jellies, Marilyn Kritzman, William Rantz, C. Dennis Simpson  
Member Absent: Sarah Summy  
Guests: Doug Lepisto, Assistant Professor and Derrick McIver, Associate Professor – Management; Clifton Ealy, Vice Chair, Undergraduate 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 Hains, seconded by Kritzman, to accept the agenda as presented. Motion carried.

Approval of the Faculty Senate Executive Board Minutes – 27 September, October, and 11 October 2019
A motion was made by Simpson, seconded by Hains, to approve the 27 September minutes as presented. Motion carried.  
A motion was made by Rantz, seconded by Simpson, to approve the 4 October minutes as presented. Motion carried.  
A motion was made by Rantz, seconded by Simpson, to approve the 11 October minutes as amended. With one abstention, the motion carried.

DISCUSSION ITEMS
Center for Principled Leadership and Business Strategy – Lepisto and McIver
Lepisto explained that they have received support from the department chair and college dean. The proposed center will focus on helping students and the West Michigan business community to build and support leaders/business owners that are profitable but also engage in altruistic activities. The proposed center is expected to provide additional resources to the undergraduate program in Management through events, marketing, and scholarships. He provided an example. It was questioned why the Center reports to the college dean if it is a department level center. Lepisto stated that the dean requested that it report to him. It was suggested that the center be changed to college level. Lepisto stated that the center has a funding commitment of $5 million to cover the first five years of operation. Discussion was held regarding funding options following the first five-year commitment. McIver indicated that additional funding would be solicited from donors based on the success of the center. It was confirmed that the center would not be offering any curriculum. A suggestion was made to include other leadership programs from across the University. Lepisto indicated that they are open to collaborating focused on a business context, but mindful of leadership specializations across campus and the caution not to overstep. Questions and discussion followed regarding intellectual property, evaluation of success, measures of evaluation, collaboration with other WMU units, and grant writing.

ACTION ITEMS
MOA-19/02: Adding a Major or Minor to a Previously Awarded Degree Policy – Ealy
Ealy explained that the Memorandum of Action is to enable WMU graduates to return in order to add a newly created major or minor to their existing degree. Kritzman noted that previously the EB had suggested including a time limit of 10 years post-graduation, under which a student could return, however, the Undergraduate Studies Council believed such a time limit would negate the intent of the MOA and therefore did not include it. It was noted that the MOA only allows for a major or minor to be added, not a new degree. It was questioned if Student Financial Aid has been consulted regarding the MOA, because the students affected would registered under permission to take classes which would make them ineligible for financial aid. Discussion was held. Kritzman will follow up with financial aid.  
A motion was made by Jellies, seconded by Simpson, to place MOA-19/02 on an upcoming Faculty Senate agenda. Motion carried.

MOA-19/06: Revision of Final Exam Language on the WMU Registrar’s Office Website – Ealy
Ealy reported that USC wants to align with the policy standards of other Mid-American Conference universities. The MOA provides procedures for students to ask for exams to be rescheduled if they are scheduled for three or more on one day. It was suggested that the MOA clearly state to whom students should make a request for schedule changes (i.e. instructor of record). Discussion was held regarding the possibility of instructors refusing to accommodate a student’s request. It was suggested that the MOA be modified in order to create a Final Exam Policy, since it was determined there is not one in existence at this time, and that the MOA be provided to the University Policies Committee for review prior to being added to a Faculty Senate agenda.  
A motion was made by Jellies, seconded by Abudayyeh, to retitle MOA-19/06 and refer it to the UPC for review. Motion carried.

MOA-19/07: Revision of the Undergraduate Catalog-Academic Policies-Registration-Dropping Classes and Withdrawing from all Classes – Ealy
Ealy explained that this MOA focuses on the summer I and II timeline for class withdrawal. It was asked if the MOA had been vetted through the Ombudsman office. Discussion was held. It was noted that the discrepancy between fall and spring term in relation to the suggested changes for summer I and II. EB members expressed concern that the original charge was focused on the date of drop and add for the summer terms, and not so much with the final withdrawal date. Discussion was held.  
A motion was made by Simpson, seconded by Hains, to refer MOA-19/07 back to USC for revision based on EB recommendations. Motion carried.

INFORMATIONAL ITEMS
President’s Update – Gershon
Gershon’s comments included:
- **Vice President for University Advancement Meeting Update**: Gershon briefed Vice President Kristen DeVries regarding her WMU Capital Campaign presentation at the 5 December Faculty Senate meeting. She reported that a consulting firm has been retained to identify specific funding categories and potential donors.

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• WMU President Edward Montgomery Meeting: there is an upcoming meeting next week. It was asked that any discussion topics be forwarded to Gershon. Discussion was held.

Vice President pro tem’s Update – Jellies
Jellies will meet next with the Provost on 31 October, although due to a Think Big town hall meeting that date may change. He asked for topics to be emailed to him.

ACTION ITEMS, Cont.
Center for Principled Leadership and Business Strategies
Gershon suggested the proposal be recommended to the administration with a suggestion to expanded participation across the University. Discussion was held. It was decided that all EB members would submit to the office a completed Centers and Institutes New Proposal Review Form. Brodasky will compile all submitted forms and provide a single feedback form to Lepisto and McIver.

Acceptance of the Faculty Senate Minutes – 3 October
A motion was made by Rantz, seconded by Kritzman, to accept the 3 October Faculty Senate minutes as provided. Motion carried.

Approval of the Faculty Senate Agenda – 7 November
A motion was made by Simpson, seconded by Rantz, to approve the 7 November Faculty Senate agenda as provided. Motion carried.

DISCUSSION ITEMS, Cont.
Policies for Review – Brodasky
Brodasky asked for EB guidance to determine if the following proposed policies are within the scope of the Faculty Senate, should be considered policy or procedures, and to which council or committee should they be moved forward for review and a possible MOA.

• Summer Salary on Grants and Contracts Policy – Office for Research and Innovation: the EB determined it is not in the purview of the Senate. A motion was made by Abudayyeh, seconded by Jellies, to forward the Summer Salary on Grants and Contracts Policy to the AAUP as informational. Motion carried.

• Course Enrollment Policy – Academic Affairs: the EB determined it is not in the purview of the Senate. A motion was made by Jellies, seconded by Kritzman, to forward the Course Enrollment Policy to the AAUP as informational. Motion carried.

• Religious Observances Policy – Academic Affairs: it was confirmed that the policy had been drafted by the EB and therefore, is in the purview of the Faculty Senate. Any changes to the policy would require an MOA to be reviewed by the EB.

• Curriculum Change Guide – Academic Affairs: the EB determined it is procedures of the Faculty Senate and not a policy.

• Organizational Change of Academic Units – Academic Affairs: it was confirmed that the policy is in the purview of the Faculty Senate. Any changes to the policy would require an MOA to be reviewed by the Undergraduate Studies Council and the Graduate Studies Council before review by the EB.

COUNCIL AND COMMITTEE REPORTS
Faculty Senate Council Reports
Academic and Information Technology Council: Simpson provided a report via email prior to the meeting.

Campus Planning and Finance Council: Jellies reported that a chair was elected and Dave Dakin, Director of Planning for Facilities Management provided a report.

The following reports were postponed:
• Extended University Programs Council
• Graduate Studies Council

Faculty Senate Committee Reports

The following report was postponed:
• WMU Essential Studies Executive Advisory Committee: Hains

University Committee Reports

The following report was postponed:
• OneWMU Design Committee: Kritzman and Jellies

ADJOURNMENT
The Executive Board will meet next on 8 November 2019 – Bernhard Center, Faculty Lounge from 10 a.m. to 12:30 p.m. Faculty Senate President Richard Gershon adjourned the meeting at 12:34 p.m.

Submitted by: Sue Brodasky, Faculty Senate Administrator

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