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

PROCEDURAL ITEMS
Acceptance of the Agenda
Amendments were made to change the order for the Professional Concerns Committee report.
A motion was made by Hains, seconded by Rantz, to accept the agenda as amended. Motion carried.

Approval of the Faculty Senate Executive Board Minutes – 8 November 2019
A motion was made by Simpson, seconded by Hains, to approve the 8 November minutes as presented. Motion carried.

DISCUSSION ITEMS
Open Education Resources – Gallagher
Gallagher provided a presentation that included trends of textbook price increases in conjunction with student debt. Details were provided about Open Education Resources (OER) textbook programs. There are resources available at the library to assist faculty in identifying open source textbooks they could use in their courses, specifically for general education courses. Faculty can contribute context into the open source network. Discussion was held.

WMU Essential Studies Executive Advisory Committee Update – Summy
Summy gave a demonstration of the WMU Essential Studies assessment tracking system in Elearning. A pilot is being conducted this semester for a small group of WMU Essential Studies Executive Advisory Committee members. Another pilot will take place next semester with a larger faculty test group. The WMU Essential Studies Executive Advisory Committee is planning training sessions prior to the launch of WMU Essential Studies. It is anticipated that assessment data will be provided to faculty once a year at course category presentations. Discussion was held regarding the full-time WMU Essential Studies Director’s job responsibilities, and the anticipated addition of an administrative support position. It was suggested that the WMU Essential Studies Executive Advisory Committee invite the provost to a meeting to present its ideas for a launch celebration.

INFORMATIONAL ITEMS
President’s Update – Gershon
Gershon’s comments included:
- **Operation Responsible Engagement**: is intended to promote civility during the upcoming election period, since it is anticipated that there will be campaign visits to campus. It is being led by Vice President for Government Relations Jeffrey Brenerman. Gershon provided the Faculty Senate statement on civility to Breneman and is attending meetings of the committee which includes Vice President Diane Anderson, Director of Public Safety Scott Merlo, and General Counsel Carrick Craig.

Curriculum Process Revision: there are a couple of groups looking into revising the Faculty Senate curriculum process in order to make it more efficient. Gershon is planning for the Faculty Senate to sponsor training sessions to be held in each college during fall semester. At issue is assisting in ensuring curriculum proposals are complete before they leave the colleges. It was noted that there have been several discussions lately regarding making the procedures more nimble and efficient, but it was cautioned that mistakes need to be avoided with making changes too fast. It was suggested that the Ad Hoc Electronic Curriculum Committee be changed to a Curriculum Committee with a subcommittee focused on the issues raised by the Provost. It was noted that before trainings are scheduled, the curriculum documentation needs to be updated and expanded. Discussion was held.

Provost Jennifer Bott Meeting Update:
- Prior Learning Assessment (PLA): a plan to move forward needs to be developed, since two Faculty Senate councils have been charged to investigate the issue. The Provost wants to amend the current policy as a temporary fix while the councils develop a Memorandum of Action to set best practices beyond the placement testing. It was questioned if the long term solution will be similar to Advanced Placement credit where students pay for credits to be applied.
- Writing in the Disciplines: Gershon stated that the Provost is supportive of this effort, but still remains a topic for discussion of the EB.
- Center for Principled Leadership and Business Strategy: the Provost stated that she does not want to expand the college level center to a University level center at this time.
- Updates: updates were provided to the Provost regarding the Ad Hoc Committee for Interdisciplinary Academic Studies and revisions in the curriculum review process.

Vice President’s Update – Kritzman
Kritzman noted that the meeting is being rescheduled, and asked for topics to be directed to her.

ACTION ITEMS
Acceptance of the Faculty Senate Agenda – 5 December
Kritzman reported the consensus of the Executive Board that she has been asked to collect was that the Writing in the Disciplines, while may be a good topic, it is not a good time for a presentation at the Faculty Senate meeting. It was suggested that having the presentation at this time would imply endorsement of the Faculty Senate. Gershon noted that the FS needs to encourage young faculty with smart new ideas. Discussion was held. An amendment to the agenda was made to remove Writing in the Disciplines and replace it with Open Education Resources.

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

Approval of the Faulty Senate Minutes – 7 November
A motion was made by Rantz, seconded by Kritzman, to approve the 7 November Faculty Senate minutes as provided. Motion carried.

General Election Timeline
A motion was made by Simpson, seconded by Abudayyeh, to approve the General Election Timeline as presented. Motion carried.

COUNCIL AND COMMITTEE REPORTS
Faculty Senate Council Reports
Academic and Information Technology Council: Simpson provided a report via email prior to the meeting. Specifics included student dual authentication becoming mandatory on 1 January Strategic Resource Management implementation in the Office of Information Technology will be a discussion item at the next council meeting. FERPA release forms were not behind GoWMU, and when asked if other forms were also outside of GoWMU, OIT replied that it is unknown and will not be investigated. The new voice mail system is being implemented across campus. Concern was expressed regarding the lack of support for WebX. It was noted that the LAN managers have been trained in WebX and are the resource for faculty support.

Undergraduate Studies Council: Kritzman provided a report via email prior to the meeting. USC approved Intellectual Skills Program Advisory Committee charges. Of the seven curriculum proposals reviewed, over half were sent back being incomplete. Kritzman expressed concern that the USC subcommittees are not reporting to USC on a regular basis. It was noted that the Service Learning Subcommittee was established at the end of last fiscal year, yet it has not been added to the Faculty Senate website. Discussion was held regarding a proposal for an Events Management Major and a possible conflict of interest.

Faculty Senate Committee Reports
Professional Concerns Committee: Jellies reported that the committee approved an MOA for a change in the Hardship Withdrawal procedures. PCC discussed concerns regarding the sanctions assigned to students within the proposed revision of the Research Misconduct Policy. Therefore, PCC will review the policy in addition to the Research Policies Council. It is anticipated that PCC will be bringing forward an MOA that will obligate faculty to report students suspected of academic misconduct.

Research Policies Council: Concern was expressed regarding the management of policies being put forward by the Office of Research and Innovation. It was noted that review continues of the ORI proposed Research Misconduct Policy revisions. Abudayyeh reported that Vice President Tony Proudfoot had presented at the prior RPC meeting. He indicated that faculty research is not being included in WMU promotions, per his department’s discretion. Summy stated that Proudfoot also declined to market WMU Essential Studies. Discussion was held. It was suggested that Gershon update the President on both concerns.

Extended University Programs Council: Rantz reported that the council has requested to remove charge 4 and replace it with a new charge to collaborate with EUP to create change management teams. Discussion was held regarding changes in OIT and EUP. It is anticipated that EUPC will review continuing EUP services at its next meeting. The council will also have to address its role as curriculum committee for University studies.

NOTE: President Gershon left the meeting at 12:43 p.m., therefore, Vice President Simpson chaired the remainder of the meeting.

Campus Planning and Finance Council: Jellies provided a handout representing the proposed SRM first-year booked budget. He reviewed the established rules.

The following reports were postponed:
- Graduate Studies Council
- International Education Council
- University Committee Reports

The following reports were postponed:
- Ad Hoc Committee for Interdisciplinary Academic Studies
- Ad Hoc Electronic Curriculum Committee

University Committee Reports

ADJOURNMENT
The Executive Board will meet next on 6 December 2019 – Bernhard Center, Faculty Lounge from 10 a.m. to 12:30 p.m. Faculty Senate Vice President Marilyn Kritzman adjourned the meeting at 12:59 p.m.

Submitted by: Sue Brodasky, Faculty Senate Administrator