

**WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE
UNDERGRADUATE STUDIES COUNCIL
Minutes of 8 September 2020**

Call to Order

The regular meeting of the Western Michigan University Undergraduate Studies Council was called to order at 3:02 p.m. on 8 September 2020, via Webex video conferencing by Faculty Senate Vice President Sarah Summy.

Roll Call

Members in Attendance: Jessica Birnbaum, Deanna Bush, Carrie Cumming, Michael Duffy, Clifton Ealy, Steven Eberth, James Eckert (substitute for Bruce Ferrin), Kate LaLonde, Eli Lantz (Western Student Association), Irma Lopez, Colin MacCreery, Dianna Sachs, Daniela Schroeter, Sarah Summy (ex officio)

Academic Advising Liaison: Betsy Drummer

Advisory Member: Bryon Glock (representative for Associate Provost for WMUx Edwin Martini)

Guest: Marilyn Kritzman, Faculty Senate President

Quorum

A quorum was present.

Acceptance of the Agenda

It was moved by LaLonde, seconded by Schroeter, to accept the revised agenda, with the re-ordering of agenda items. The motion carried unanimously.

Faculty Senate President Marilyn Kritzman

Faculty Senate President Marilyn Kritzman announced that all Faculty Senate and Senate council and committee meetings for fall 2020 will be held virtually. She shared procedures for members to ensure security of voting process in a virtual environment. Kritzman recommended that council officers meet with Senate representatives to set agenda priorities in advance of each meeting. A new curriculum manager is being appointed and will be a voting member of this council. Kritzman clarified the distinction between the areas of responsibility of the Faculty Senate (and associated councils) and the WMU-AAUP faculty union. Faculty Senate President Marilyn Kritzman gave 2020-21 charges to the council.

Election of Council Officers

Faculty Senate Vice President Sarah Summy called for self-nominations for council officers. It was moved by Schroeter, seconded by Birnbaum, to elect Ealy as chair, Duffy as vice chair, and Sachs as secretary. The motion carried unanimously.

Approval of the Minutes 10 March 2020

It was moved by Eckert, seconded by Birnbaum, to approve the minutes of the 10 March 2020 as provided. With four abstentions the motion carried.

Report of Subcommittees

Chairs of the Intellectual Skills Program Advisory Subcommittee, Transfer of Credit Subcommittee, and Service Learning Course Approval Subcommittee were not present at the meeting. It was moved by Sachs, seconded by Lopez, to have the council appoint a member to serve as liaison to the Intellectual Skills Program Advisory Subcommittee, the Transfer of Credit Subcommittee, and the Service Learning Course Approval Subcommittee. The motion carried unanimously. It was moved by Lantz, seconded by Cumming, to have chairs of the Intellectual Skills Program Advisory Subcommittee, the Transfer of Credit Subcommittee, and the Service Learning Course Approval Subcommittee attend a council meeting once per fall and once per spring semester to report on subcommittee activities. The motion carried unanimously.

New Business

It was moved by Bush, seconded by Eckert, to elect LaLonde to serve as the Undergraduate Studies Council representative on the University Assessment Steering Committee. The motion carried unanimously.

It was moved by Duffy, seconded by Lopez, to accept the appointments of Kirsty Eisenhart, Richard McMullen, and Kerrie Harvey to the Intellectual Skills Program Advisory Subcommittee. The motion carried unanimously.

It was moved by Eberth, seconded by Lopez, to elect Carrie Cumming to serve as the USC ex officio member of the Transfer of Credit Subcommittee. The motion carried unanimously.

It was moved by Sachs, seconded by Bush, to accept the appointments of Scott Hennessy, Steven Miller, Ashley Goodwin, and David Paul to the Transfer of Credit Subcommittee. The motion carried unanimously.

Unfinished Business

None.

Announcements

None.

Adjournment

It was moved by Cumming, seconded by Eberth, to adjourn the meeting at 4:33 p.m. The motion carried unanimously.

The next meeting of this council will be on 13 October 2020 at 3 p.m. via Webex video conferencing.

Approval

Submitted by Dianna Sachs, Secretary

Minutes approved this thirteenth day of October 2020.