
**Undergraduate Studies Council
Minutes of 12 October 2021**

Call to Order

The regular meeting of the Western Michigan University Faculty Senate Undergraduate Studies Council was called to order at 3 p.m. on 12 October 2021 via Webex video conferencing by Clifton Ealy Jr., chair.

Roll Call

Members in Attendance: Deanna Bush, Carrie Cumming, Betsy Drummer, Clifton Ealy, Steven Eberth, Kristal Ehrhardt, Lori Gray, Irma Lopez, Mary-Louise Totton, Dawn Mason (substitute for Bruce Ferrin), Nicolas Witschi,

Member Absent: Jessica Birnbaum, Elisha Ewing, Ashlynn Jackson, Colin MacCreery, Kelly Wittenberg

Advisory Members Present: Edwin Martini

Ex Officio: Scott Slawinski

Quorum

A quorum was present.

Officer Election

Diane Riggs was nominated as vice chair. It was moved by Totton, seconded by Bush, to elect Riggs as vice chair. The motion carried unanimously.

Agenda

It was moved by Riggs, seconded by Ehrhardt, to accept the agenda as presented. The motion carried unanimously.

Minutes

The minutes were modified to include WMU's First Time in Any College (FTIAC) student goal was almost reached.

It was moved by Slawinski, seconded by Bush, to approve the 14 September 2021 minutes as amended. The motion carried unanimously.

Martini joined the meeting at 3:25 p.m.

Reports of Officers

Chair Ealy report included an overview of the need to create a decision tree to streamline the procedures for reviewing curriculum proposals brought before the committee and to provide consistence to the processes. Ealy stated that further discussion would be held under new business.

Ex Officio Slawinski reported that MOA-21/05: Revision of MOA-16/13 for Undergraduate Certificate Program was approved by the Executive Board and will be sent on for consideration by the full Senate. The Executive Board voted to transition all council and committee meetings to just virtual platforms for the remainder of the academic year. Ferrin has resigned his position on the council and a replacement is being sought.

Reports of University Representatives

Associate Provost for WMUx Martini reported that there was a dedication ceremony to name the Merze Tate College. WMUx and the office of Faculty Development are coordinating with the University Libraries to establish a computer lab in the University Computing Center to promote faculty learning.

Reports of Council/Committee Standing Committees

Bush reported that the Service Learning Course Approval Committee will meet on 13 October 2021.

Cumming reported that the Transfer of Credit Committee meeting for October was canceled.

Unfinished Business

None.

New Business

Chair Ealy provided the purpose of the decision tree and turned over the discussion to Eberth who created the document. Eberth explained the need to identify “if then” statements for the development of decision making. Witschi supported the importance of “if then” statements regarding decisions the council makes and noted these could be drawn from the questions on the curricular change form. Ealy raised the issue of individuals recusing themselves as needed from contributing to the decision tree to ensure bias does not enter into the development of this document. This topic will be continued at the next meeting.

Ealy facilitated review of curriculum proposals USC_CEHD1151_SPLS_New-Maor-EarlyLearningIntervention:Birth-Kindergarten.Fall22. This is new curriculum and new major. Ehrhardt provided details regarding the three departments that collaborated to develop the proposal. This change would put WMU in compliance with the State of Michigan regulations regarding credential undergraduate proposals. The Michigan Department of Education has approved this proposal. Witschi noted incorrect terminology used in the curricular change document and discussion ensued regarding the need to revise the proposal wording. Reviewing this proposal helped to identify components of the decision tree. It was moved by Ehrhardt, seconded by Lopez, to approve proposal USC_CEHD1151_SPLS_New-Maor-EarlyLearningIntervention:Birth-Kindergarten.Fall22. The motion carried unanimously.

Ealy facilitated a review of curriculum proposal USC_CEHD1152_TLES_New-Major-EarlyChildhoodUnifiedEducation-Birth-3rd Grade.Fall22. When asked Ehrhardt provided a comprehensive response explaining the necessity for the proposed revisions. It was moved by Ehrhardt, seconded by Riggs, to approve proposal USC_CEHD1152_TLES_New-Major-EarlyChildhoodUnifiedEducation-Birth-3rd Grade.Fall22. The motion carried unanimously.

Ealy facilitated a review of curriculum proposal USC_CEHD1153_TLES_Deletion-EarlyChildhoodProfessional Education.Fall22. Ehrhardt articulated a comprehensive rationale for deleting this program. Totton questioned if students are currently enrolled in the program. Ehrhardt explained how students were being advised and receiving guidance through the process. When asked Ehrhardt clarified credentialing of students. It was moved by Ehrhardt, seconded by Cummings, to approve proposal USC_CEHD1153_TLES_Deletion-EarlyChildhoodProfessional Education.Fall22. The motion carried unanimously.

Announcements

None.

Adjournment

It was moved by Eberth, seconded by Cumming, to adjourn the meeting at 4:56 p.m. The motion carried unanimously. The Undergraduate Studies Council will meet next on 9 November 2021 at 3 p.m. virtually via Webex.

Approval

Submitted by Steven D. Eberth, Secretary

Minutes approved this ninth day of November 2021.