

16 September 2022

**TO:** **Faculty Senate Executive Board:** Lisa DeChano-Cook, Anthony DeFulio, Kieran Fogarty, Decker Hains, Kyle Jehnzen, John Jellies, Marilyn Kritzman, William Rantz, Zeljka Vidic, Bret Wagner  
**FROM:** Sarah Summy, Faculty Senate President

**Executive Board  
AGENDA**

23 September 2022, 10 to 11 :30 a.m.

Ellsworth Hall – room 3201

Webex: <https://wmich.webex.com/wmich/j.php?MTID=ma411632e09690475c2bb0f70c4253a01>

- 1. Acceptance of the Agenda**
- 2. Approval of Minutes**
  - a. Executive Board Minutes of 9 September 2022
- 3. Reports of Officers**
  - a. President Sarah Summy
  - b. Vice President William Rantz
- 4. Unfinished Business**
  - a. MOA-20/03: Syllabus Template – Summy
  - b. Faculty Senate Action Planning
    - i. Objectives Updates – Team Leaders
- 5. New Business**
  - a. Faculty Senate Agenda – 6 October 2022
  - b. Faculty Senate 2022-23 Budget Projection – Summy
  - c. Faculty Senate 2022-23 Faculty Fees – Summy
- 6. Reports of University Committees**
  - a. University Policies Committee – Jellies
- 7. Reports of Faculty Senate Councils and Committees**
  - a. WMU Essential Studies Executive Committee – De-Chano-Cook
  - b. Undergraduate Studies Council – DeChano-Cook
  - c. International Education Council – De-Chano-Cook
  - d. Academic and Information Technology Council – Fogarty
  - e. WMU Essential Studies Course Review and Approval Committee – Summy
  - f. Campus Planning and Finance Council – Vidic
  - g. Professional Concerns Committee – Jellies
  - h. Graduate Studies Council – Rantz
- 8. Announcements**
- 9. Adjournment**

**Upcoming Agenda Items:**

- WMU President (Oct. 14; Feb. 10)
- Provost (Nov. 11/Dec. 9; March 24)
- Council and Committee Vacancies
- Centers and Institutes-committee membership and charges
- Continuation of Service-Learning Committee
- Continuation of Intellectual Skills Program Advisory Committee

**Memoranda of Action – Upcoming**

- MOA-20/03: Syllabus Template – Ad Hoc Syllabus Cmt (being created)

## **Faculty Senate Action Plan – Assignments:**

### **Objective 1**

Task 1: Revise General Principles of Curriculum Change appeals process – EB Lead: Jellies

Task 2: Revise General Principles of Curriculum Change – EB Lead: DeChano-Cook, Hains, Wagner

Task 3: Create and implement curriculum proposal processing via Curriculog for USC, GSC, WES-CRAC – EB Lead: Summy, Witschi, FS office

### **Objective 2**

Task 1: Create and implement “*Did You Know*” series (ongoing) – EB Lead: DeFulio

Task 2: Implement Senate 101 presentation for new faculty orientation, Senate Snapshot, presentations to departments (fall 2022) – EB Lead: DeFulio

Task 3: Distribute Senate Snapshot summary of FS semester work (Dec 2022/May 2023) – EB Lead: Summy

Task 4: Maintain progress and promote processes to support FS vision and mission – EB Lead: Summy, Rantz

### **Objective 3**

Task 1: Present FS purpose to Academic Forum (fall 2022) – EB Lead: DeFulio

Task 2: Develop voting protocol at Senate meetings (by Sept 15, 2022) – EB Lead: Jellies, Summy

Task 3: Highlight councils/committees at BOT meetings (2022-23) – EB Lead: Summy

Task 4: Develop and implement FS participation incentives (spring 2023) – EB Lead: DeChano-Cook

### **Objective 4**

Task 1: Establish meeting/event schedule with senior administration (fall 2022/fall 2023) – EB Lead: TBD

Task 2: Define levels of service (spring 2023) – EB Lead: TBD

Task 3: Define and implement systematic process to collect data of faculty participation (fall 2022) – EB Lead: TBD