

EXECUTIVE BOARD
Minutes of 28 October 2022**Call to Order**

The regular meeting of the Western Michigan University Faculty Senate Executive Board was called to order at 10 a.m. on 28 October 2022, in Ellsworth Hall, room 3201 and via Webex video conferencing by Sarah Summy, president.

Roll Call

Members in Attendance: Anthony DeFulio; Kieran Fogarty, John Jellies, Kyle Jehnzen, William Rantz, Sarah Summy, Bret Wagner

Members Absent: Lisa DeChano-Cook, Decker Hains, Zeljka Vidic

Guests: Jonathan Bush, WMU Essential Studies Faculty Director; Randy Ott, Director of Academic Collaboration, Merze Tate

Recording Secretary: Eriz Hughey, Administrative Assistant

Quorum

A quorum was present.

Agenda

Academic Labor Relations Director David DeThorne was unable to attend, so the agenda was amended to remove his participation and change the New Business WMU Essential Studies report to the beginning of the meeting. It was moved by Jellies, seconded by Fogarty, to accept the agenda as amended. The motion carried.

Minutes

It was moved by Jellies, seconded by Rantz, to approve the 14 October 2022 meeting minutes as presented. The motion carried.

New Business

WMU Essential Studies Faculty Director Jonathan Bush and Director of Academic Collaboration, Merze Tate, Randy Ott presented a PowerPoint that was developed for communication and implementation of WMU Essential Studies to deans, chairs, and directors. Bush presented an overview which included three steps to keeping courses in WMU Essential Studies:

1. Offer courses regularly
2. Ensure that all instructors complete the WMU Essential Studies Elearning assessment each semester
3. Submit courses for WMU Essential Studies cyclic review

A question was raised regarding community colleges transfers. Ott addressed the issue stating that conversations are being held with primary community colleges on how to best prepare their student for the WMU Essential Studies experience. The Michigan Transfer Agreement is a large part of this conversation.

Reports of Officers

President Summy provided a Provost and Vice President for Academic Affairs Search Advisory Committee update. There are three finalists. Two have completed their on-campus presentations, with over 350 participants watching the live stream or delayed recording. The final candidate will be presenting today. The Search Advisory Committee will meet with President Montgomery on Monday, 31 October 2022 to provide their final recommendation.

Vice President Rantz did not provide a report.

New Business, Cont.

President Summy led a discussion regarding a request from Interim Curriculum Manager Nic Witschi for a two-week extension to the colleges 31 October deadline of curriculum proposals. It was moved by Jellies, seconded by Fogarty, that due to the volume of curriculum proposals and the transition to Curriculog, to allow for a one-time only extension to 5 p.m. on 14 November 2022 for curriculum proposal that have been received for approval in the academic dean offices by 31 October. The motion carried.

Unfinished Business

Jellies reported on Action Plan Objective 1-Task 1: *Revise General Principles of Curriculum Change appeals process*. Discussion was held regarding the possibility of infinite appeals, documentation, and current processes. It was suggested to title the action plan as Appeals Review FAQ. Based on confusion in the past, it is an opportunity to clarify with defining language. The discussion will continue at the next meeting with the goal of finalizing the process.

Wagner reported on Action Plan Objective 1-Task 2: *Revise General Principles of Curriculum Change*. It was noted that the Graduate Studies Council is concerned about representation. There is a need for a flow chart diagram to define the process.

University Committees

Due to DeChano-Cook's absence no report was provided for the Employee Engagement Survey Committee.

Jellies provided the report of the University Policy Committee. The committee will only meet when there is a policy that needs broad discussion. Otherwise, proposed policies will be placed in the Teams folder and comments will be invited from committee members for a specific period.

Faculty Senate Councils and Committees

Fogarty provided the Academic and Information Technology Council report via email.

- Ex Officio Fogarty reminded the council of the 2022-23 charges which need to be operationalized and tracked.
 - The council identified *Charge 1: In collaboration with the Office of Information Technology and WMUx, conduct a survey of faculty to determine the variety of mechanisms being used for distance learning. Conclude the initiative by producing a report to the Executive Board or a Memorandum of Action* is not of interest.
- Chief Technology Officer Andrew Holms presented the major themes for the OIT 2022-23 Strategic Plan:
 - Goal 1: Strengthen the Information Technology foundation that empowers academics, research, and institutional administration
 - Goal 2: Enable the advancement of the WMU mission through the delivery of contemporary and sustainable IT services
 - Goal 3: Provide outstanding customer service and support to all constituents
- Carnell provided details of WMUx Video Editing and Information Technology video services (e.g., edit lectures, images, splice multiple videos together, etc.)
 - <https://go.wmich.edu/s/article/Instructor-Request-for-Video-Editing>
- Glock reported that the old GoWMU portal will be turned off as of 21 December
- Chair Bocko reported that faculty homepages will be retired as of January 2023. It is related to security issues and improved technologies. Impacted faculty have been notified and OIT will archive homepages. This change was first announced five years ago.

Vidic provided the Campus Planning and Finance Council report via email.

- Chair Lindenbergh reported about the 6 October Senate meeting. He noted that there needs to be better explanation/communication about Strategic Resource Management allocations.
- Vice President Van Der Kley provided the University Budgets and Business and Finance report. The Governor signed the Michigan competitive scholarship for undergraduates last week.

- \$5,500 for five-years that includes significant financial aid, facilitates recruitment to four-year public universities, and strong support for the capital outlay
- An additional \$250,000 for deferred maintenance and safety (e.g., academic building fire system upgrade, major lighting initiative to enhance safety)
- The Governor helped the general fund budget by reducing the current payment of \$8.2 million to \$6 million
- Dakin provided the Campus Facility Development report:
 - The parking structure will be changed to a residence hall for which an open forum has been scheduled on 30 November from 4 to 5 p.m. in the Bernhard Center lobby
 - Work is progressing on the Student Center, Dunbar Hall, and the Visual Imaging Lab, but there is not a defined date for opening of the Student Center.
- Western Student Association President Cheng Kidd Sun introduced the WSA Neighbored Association proposal.

Jellies provided the Professional Concerns Committee report and noted that the 26 October meeting did not have a quorum and there is an ongoing issue with low participation.

Vice President Rantz provided the Graduate Studies Council report. Graduate Student Association president Mohammed Asif was in attendance. Discussion was held regarding military experience and prior learning assessment.

Announcements

None.

Adjournment

President Summy adjourned the meeting at 11:43 a.m. The next Executive Board meeting will be held on 11 November 2022 at 10 a.m. in room 3201 of Ellsworth Hall and via Webex.

Approval

Submitted by Sue Brodasky, Faculty Senate Administrator and Eriz Hughey, Administrative Assistant

Minutes were approved 11 November 2022.