

26 January 2023

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

**Executive Board  
AGENDA**

27 January 2023, 10 to 11:30 a.m.  
Ellsworth Hall – room 3201

Webex: <https://wmich.webex.com/wmich/j.php?MTID=md12c44a15e1f544f252c2f187310cf6b>

**1. Acceptance of the Agenda**

**2. Approval of Minutes**

- a. Executive Board Minutes of 13 January 2023

**3. Reports of Officers**

- a. President Sarah Summy
- b. Vice President William Rantz

**4. Unfinished Business**

- a. MOA-22/02: Recommendation of Course Delivery Definitions for Undergraduate and Graduate Catalogs – Summy
- b. Faculty Senate Action Plan Reports
  - i. Ad Hoc Curriculum Review Workgroup (Objective 1: Task 2) – Wagner

**5. New Business**

- a. Faculty Senate Agenda – 2 February 2023
- b. Faculty Senate Budget Report – Brodasky
- c. Council and Committee Membership – Brodasky

**6. Reports of Councils/Committees Standing Committee(s) (if any exist)**

- a. Campus Planning and Finance Council – Wagner
- b. Professional Concerns Committee – Jellies
- c. International Education Council – Vidic
- d. Academic and Information Technology Council – Fogarty
- e. Graduate Studies Council – Rantz

**7. Announcements**

**8. Adjournment**

**Upcoming Agenda Items:**

- WMU President (Feb. 10)
- Provost (March 24)
- Giving Day Challenge
- 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 (with PCC)
- MOA-22/03: Revision of Graduation Requirements to Establish Minimum Credits for Doctoral Degree (with GSC)

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

### **Objective 1: Resolve curriculum process issues**

Task 1: Revise General Principles of Curriculum Change appeals process – **COMPLETED**

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 – **COMPLETED**

### **Objective 2: Educate the University community on the purpose, roles, responsibilities of the Faculty Senate councils and committees**

Task 1: Create and implement “*Did You Know*” series – EB Lead: DeFulio (year-long implementation)

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 (year-long implementation)

### **Objective 3: Increase faculty and staff participation within the Faculty Senate**

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) – **COMPLETED**

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

Task 4: Develop and implement FS participation incentives (spring 2023) – EB Lead: DeChano-Cook, Summy (initial report submitted)

### **Objective 4: Increase collaboration with senior administration to determine specific strategies that support critical core services**

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