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**EXECUTIVE BOARD**  
**Minutes of 27 January 2023****Call to Order**

The regular meeting of the Western Michigan University Faculty Senate Executive Board was called to order at 10:02 a.m. on 27 January 2023, in Ellsworth Hall, room 3201 and via Webex video conferencing by Sarah Summy, president.

**Roll Call**

**Members in Attendance:** Lisa DeChano-Cook, Kieran Fogarty, Decker Hains, Kyle Jehnzen, John Jellies, William Rantz, Sarah Summy, Zeljka Vidic, Bret Wagner

**Member Absent:** Anthony DeFulio

**Recording Secretary:** Sue Brodasky, Faculty Senate Administrator

**Quorum**

A quorum was present.

**Agenda**

The agenda was amended to include an update regarding the Information Technology systems service disruption, and to postpone the approval of minutes and council/committee memberships.

It was moved by Fogarty, seconded by Hains, to approve the agenda as amended. The motion carried.

**Minutes**

The approval of the Executive Board 13 January 2023 minutes was postponed.

**Reports of Officers**

President Summy reported on upcoming items such as a meeting planned to clarify and prioritize tasks surrounding WMU Essential Studies. Additionally, she will be meeting with the College of Fine Arts dean, associate dean, and Vice Provost Cheatham regarding the curriculum proposal to establish a school combining theater and dance. President Summy gave an overview of an issue regarding catalog language for WMU Essential Studies courses that include the Diversity, Equity, and Inclusion and Planetary Sustainability student learning outcomes.

Vice President Rantz reported on his meeting with Provost and Vice President of Academic Affairs Julian Vasquez Heilig. Topics included curriculum proposal 1155; the Strategic Resource Management budget model; collaborations with the academic deans; and the Faculty Retirement Recognition event.

**Unfinished Business**

President Summy introduced the revisions to Memorandum of Action-22/02: Recommendation of Course Delivery Definitions for Undergraduate and Graduate Catalogs revisions submitted by the Academic and Information Technology Council. Discussion was held regarding the proposed additional language. It was questioned if the Banner registration for HyFlex courses issue could and should be resolved prior to the MOA being moved forward. The order of the list of definitions was revised. One sentence regarding equitable distribution was removed. Discussion was held.

It was moved by Fogarty, seconded by DeChano-Cook, to approve MOA-22/02 as amended to the next Faculty Senate meeting. The motion carried.

Provost and Vice President for Academic Affairs Julian Vasquez Heilig joined the meeting at 10:37 a.m. to provide an overview of the continuing Information Technology service disruption. It was recommended that the administration provide additional communication to the University community indicating that work continues to progress on a resolution. Discussion was held.

Provost Vasquez Heilig also reported the creation of a faculty spousal hire incentive and incentive funds for faculty research to assist in recruiting and retention of faculty hires. Provost Vasquez Heilig left the meeting at 10:49 a.m.

Wagner provided the Ad Hoc Curriculum Review Workgroup report. The workgroup is making good progress in reviewing the list of defined issues to be addressed. MOA-15/05: Revised General Principles of Curriculum Change Policy was not written as a process document so that change is being made. The requirements and processes for the Michigan Association of State Universities (MASU) are being identified. The workgroup still needs to address how Strategic Resource Management will affect the processes. Director Hains is scheduled to provide an update on the MOA revision at the March Senate meeting. Discussion was held. Wagner noted the workgroups review and possible changes regarding concentrations to majors. President Summy emphasized the need to inform faculty about the opportunities to provide feedback both online and in-person.

### **New Business**

President Summy reviewed the 2 February Faculty Senate agenda. It was moved by Hains, seconded by Rantz, to approve the Senate agenda as presented. The motion carried

Brodasky provided the mid-year Senate budget overview.

The council/committee membership review was postponed to the next meeting.

### **University Committees**

None.

### **Faculty Senate Councils and Committees**

Wagner provided the Campus Planning and Finance Council report. At its last meeting CPFC met with several academic deans to gather details regarding the expected effects of the SRM on colleges.

Jehnzen left the meeting at 11:29 a.m.

Jellies provided the Professional Concerns Committee report. The Ombuds retirement is upcoming.

Vidic left the meeting at 11:33 a.m.

Vidic provided the International Education Council report via email.

- Haenicke Institute for Global Education is preparing college visits; finalizing hiring processes; programing for global hubs in Portugal and the Dominical Republic; re-designing international orientation; encouraged faculty to participate in the Lantern Festival Gala to be held at Chenery auditorium; and celebrated Fulbright.
- Metro-Roland and Dennis have not yet met with the Fulbright committee. A survey has been created for those who have received Fulbright awards
- Staff is solidifying language to encourage staff to apply for the University-wide award for Global Engagement
- Dennis reported that the working group is working to bridge the gap between domestic and international students
- Huffman stressed the importance of internationalization in the University Strategic Plan
- Proudfoot discussed his role in Global Engagement Initiatives and Marketing Strategies. Things to be considered are changing demographics; nature of work; the value proposition (cost of attendance) has changed, how to strengthen competitive advantage; internationalization factors affecting recruitment of international students

Fogarty provided the Academic and Information Technology report via email.

- Fogarty reminded the council that the 2022-23 charges should guide the agendas
- Geraldine Rinna was elected as vice chair and Colin Cork was elected as secretary
- Carnell reported regarding external applications being integrated into Elearning:
  1. Before an external application can be integrated into Elearning, instructors/departments need to run the external application through the contract and technology review processes

2. Elearning is currently configured so that in some cases individual instructors are able to integrate external applications within their courses without consulting the Elearning administrators. Most of these individual course-level integrations are not going through the contract and technology review processes
  3. Settings in Elearning will be changed to require administrative approval before these course-level integrations will work
  4. Existing integrations will continue to work, but OIT will be contacting instructors who have these to remind them that the external applications need to go through the contract and technology review processes
- Glock reported tips for using the new GoWMU portal:
    1. Use the search at the top since it searches the entire portal which is different than the previous portal
    2. The sunsetting of the old GoWMU happened on 21 December with minimal issues/concerns being raised
    3. The new Student Success Hub platform is scheduled for launch on 13 February. Faculty and staff will not see it, but students will have a new tab in the portal where they can connect with advising and navigate network resources
    4. The new portal was revised on 28 November based on feedback received from its initial launch on 11 July

Rantz provided the GSC report noting that graduate student enrollment is down 6.3%.

#### **Announcements**

None.

#### **Adjournment**

President Summy adjourned the meeting at 11:34 a.m. The Executive Board will meet next on 10 February 2023 at 10 a.m. in room 3201 Ellsworth Hall and via Webex video conferencing.

#### **Approval**

Submitted by Sue Brodasky, Faculty Senate Administrator

Minutes were approved 10 February 2023.