Western Michigan University
BOARD OF TRUSTEES

Proposed Meeting Minutes

November 6, 2019

The Board of Trustees (BOT) Formal Session was called to order by Chair Bolger at 11:11AM on Wednesday, November 6, 2019. The meeting was held in the Heritage Hall Ballroom. Presiding were Chair Bolger, Vice Chair Chen-Zhang, and Trustees Behen, Edgerton, Johnston, Kitchens, and Rinvelt. Trustee Penn participated over the phone.

A motion to accept the November 6, 2019 BOT agenda was made by Trustee Kitchens, with a second from Vice Chair Chen-Zhang. The motion passed unanimously.

A motion to accept the minutes as exhibited from the September 11, 2019 BOT meeting was made by Trustee Rinvelt, with a second by Trustee Edgerton. The motion passed unanimously.

Remarks were provided by Chair Bolger – Attachment A followed by remarks from President Montgomery – Attachment B.

Faculty Senate President R. Gershon, Western Student Association (WSA) President L. Smith, and Graduate Student Association (GSA) President C. Morris provided comments regarding their respective areas and their ongoing activities and initiatives relating to shared governance, promoting student involvement, and academic enrichment. See Attachment C for remarks by Faculty Senate President R. Gershon.

There was no indicated public interest in providing commentary regarding any Action Item.

As Action Items, Vice President for Business and Finance J. Van Der Kley advocated for Amendment of Documents for Asylum Lake Preserve. A motion to accept the Amendment of Documents for Asylum Lake Preserve was made by Trustee Kitchens with a second by Trustee Rinvelt. The motion passed unanimously.

Vice President for Student Affairs D. Anderson next proposed WMU Apartment Rates 2020/2021. A motion to accept the WMU Apartment Rates 2020/2021 was made by Trustee Rinvelt with a second by Vice Chair Chen-Zhang. The motion passed unanimously.

The next agenda item regarding Residency Policy for Admissions and/or Tuition and Fees was recommended by Vice President for Business and Finance J. Van Der Kley. A motion to accept the Residency Policy for Admissions and/or Tuition and Fees Purposes was made by Trustee Kitchens, with a second by Trustee Behen, and passed unanimously.
Vice President for Business and Finance J. Van Der Kley next advocated for the Graduate Tuition Rates Strategy. A motion to accept the Graduate Tuition Rates Strategy was made by Trustee Rinvelt with a second by Vice Chair Chen-Zhang. The motion passed unanimously.

A motion to approve the Consent Items was made by Trustee Johnston, with a second from Trustee Rinvelt. The BOT unanimously approved the following Consent Items as exhibited: Curriculum Proposals; Personnel Report; Research and Innovation Quarterly Report; and the WMU Audit Report.

There was no indicated public interest in providing commentary during General Public Comments.

The BOT meeting ended at 12:38PM following a motion to adjourn by Trustee Edgerton, a second by Trustee Rinvelt, and unanimous approval.

Respectfully submitted,

Kahler B. Schuemann
Secretary to the Board of Trustees
Western Michigan University
ATTACHMENT A

Board of Trustees Remarks
Chairman Jim Bolger
November 6, 2019

- We had a wonderful homecoming celebration a few weeks ago. First, it was great because of the honor President Montgomery received with his induction into the American Academy of Arts and Sciences. Ed, congratulations and we are very proud of you.

- Second, our Night of Excellent was an outstanding event. We were blessed to have 350 of our alumni, guests and faculty in attendance—what an impressive group of talented individuals! My congratulations to Vice President DeVries and Provost Bott for their great job emceeing the Night of Excellence.

And the Board would like to thank the entire Development & Alumni Relations team for organizing such an exceptional evening.

- Third, it was great to have some many of our alumni back on campus enjoying themselves with a great Bronco win.
- Thank you all for making this homecoming weekend such a success.
- Since the Board’s late meeting the state budget has been approved. Our state appropriation for this academic year was a little over $112,000,000 (a 1% increase over our 2019 Academic year appropriation).

This state appropriation represents a little over 26% of our total general fund budget. Though the state budget was late in our budgeting process, based on the outstanding abilities of President Montgomery, Vice President Jan Van Der Kley and the entire senior leadership team, we are moving forward with a very austere but functional budget for this academic year.

Additionally, the new budgeting model that President Montgomery and his team are implementing is a very important tool that we will be utilizing for our future fiscal health.
We know that this program has the potential for transforming our academic approach towards successfully preparing our students for their chosen careers. We believe that in the years to come this innovated learning style will greatly benefit our students as well as elevating Western in the higher education environment.

- Your Board realizes that with the decades long pattern of state reductions in higher education, Western like all other of our state’s public universities, is relying more and more on our fundraising capabilities and our future enrollments, through our ability to market ourselves to the young adults that we would like to see join our Bronco family. Two examples of how we are attempting to address our fiscal concerns are; our soon-to-be launched Comprehensive Campaign and the Think Big initiative.

- As you are aware, the entire University and our community partners have been engaged in the development of the Think Big initiative. We are very excited about the positive impact this holistic University program can have on our students’ academic and career goals. I would like to extend the Board’s appreciation to Vice Presidents Proudfoot and Anderson and Provost Bott for their leadership on the Think Big initiative.

We know that this program has the potential for transforming our academic approach towards successfully preparing our students for their chosen careers. We believe that in the years to come this innovated learning style will greatly benefit our students as well as elevating Western in the higher education environment.

- Evaluations of President Montgomery, Board Secretary Schuemann and our entire senior leadership team have been conducted. While each member is making outstanding contributions to advancing the goals for Western, it is vitally important that, from our first-year students through members of your Board of Trustees, we must all continue to strive for excellence in order that we may positively contribute towards achieving Western’s academic mission.

- And finally, the Board is especially pleased to offer our congratulations to our fellow Trustee Lynn Chen-Zhang, who was honored with the Women of Achievement and Courage Award from Michigan Women Forward. Outstanding accomplishment, Lynn.
Thank you, Chairman Bolger and welcome, everyone.

- **Giving Day** was a tremendous success. On Oct. 9 we raised more than $1.5 million, thanks to the generosity of nearly 2,200 WMU supporters who gave nearly 850 gifts to programs across our campus. Thanks to all who contributed. Congratulations to Vice President DeVries and every member of her team for an outstanding effort.

- I hope that you have all seen the **autonomous vehicles** that are being tested on our campus right now and are looking forward to today’s presentations about the project. Just a couple of weeks ago we hosted visitors, including our state’s Lieutenant Governor, who were here to learn about the project and its potential for accessible transportation.

- As Chair Bolger noted, we heard an update on our **Think Big** initiative during the informal session. We just wrapped up a series of campus-wide meetings last week; during these meetings we shared the results of our community input process and the results of the market research about our University’s competitive position.

What emerged was a set of core ideas upon which we are building a forward-looking strategy that firmly I believe will set us apart and on a path toward making us a first-choice university for a diverse range of students. Look for more to come on this initiative in the future.

- Since our last meeting we shared the results of the Employee Engagement surveys during a series of town hall events for faculty and staff. We heard a lot of feedback from those sessions and all of our cabinet members have been working together to better understand the concerns that were shared. We’ve been seriously examining how we can better collaborate and address the concerns that were raised.

As I said during the feedback sessions with faculty and staff—and I will keep saying—your leadership team will continue to work on this topic; the more we can strengthen and better engage our workforce, the more they can pass it onto the students. In response, the cabinet has formed three teams: Communication, Leadership and Collaboration and we are moving forward with strategies in those three areas.

- I’d like to welcome **Kara Wood**, who has joined us since our last meeting as the new associate vice president for community partnerships. Ms. Wood is an alumna who earned her master’s degree in public administration at WMU, and returned to her alma mater from Grand Rapids,
where she was the city’s managing director of economic development services. She has joined our governmental relations team in a cabinet-level role charged with advancing corporate engagement in such areas as research, economic development and talent development.

Points of Pride

- WMU is one of 20 universities joining a three-year institutional change effort funded by the NSF to develop inclusive faculty recruitment, hiring and retention practices. The Association of Public and Land-grant Universities co-leads the effort, known as **Aspire: The National Alliance for Inclusive & Diverse STEM Faculty**. It is aimed at ensuring all STEM faculty use inclusive teaching practices and that institutions increase the diversity of their STEM faculty.

- Just a few nights ago I had the honor of attending the **College of Aviation**’s annual Recognition Dinner. This year marks the college’s **80th anniversary**. You’ve heard me talk about the accomplishments of the Aviation graduates and about the importance of constructing our new facility at the W.K. Kellogg Airport in Battle Creek, and this event reminded me of the excellence we have in the programs and the people at that site.

- I’d like to once again congratulate the Hall of Honor inductees, **Daniel Van Dyke**, an alumnus who was recognized posthumously, and Mr. **Virgil Williams**, as well as Excellence in Diversity award winner **Gregory Sumner**.

- It’s not just the Aviation alumni who are being recognized for their excellence. The **Sky Broncos**, the precision flight team, represented the university well, with big wins at the National Intercollegiate Flying Association regional competition, held last month in Columbus.

  The team won first place in flight events and ground events and qualified for the 2020 National Intercollegiate Flying Association’s national conference in Oshkosh, Wisconsin. This is the **SEVENTH** consecutive regional championship for the 16-member team, coached by Aviation Faculty Specialist II Ryan Seiler.

- I also want to congratulate the Human Resource Management students from the Haworth College of Business. They sent two teams to the Michigan Society of Human Resource Management Competition and brought home a second-place finish. Great job!

- WMU Senior Hayley Midea (Med-EE-uh) won the Maggie Allessee (Uh-Lee-See) Choreography Award during the Michigan Dance Festival last month at Oakland University. Additionally, Seyong Kim, WMU assistant professor of dance, was one of the eight finalists in the competition.

This is the second year in a row that a WMU student has won the Allessee competition. Last year’s winner was Alyssa Brutlag, who graduated in April and is now pursuing a career as a choreographer from Seattle.
Poetry doctoral student Sara Olivares has won the CantoMundo Poetry Prize. CantoMundo is an American literary organization that supports Latinx poets and poetry. Sara has a big year coming up in 2020. She will receive her Ph.D. in literature and poetry in the spring and will also see her a book of her poetry published by the University of Arkansas Press in the fall.

Several alums have also recently won poetry awards and will see their works published as a result. Dr. Illiana Rocha, who earned her Ph.D. with us earlier this year has one the 2019 Berkshire Prize; 2016 graduate, Dr. Ephraim Sommers, submitted the winning entry in the Jacar Press Full-Length poetry collection competition; and Dr. Samantha Deal, a 2018 Ph.D. graduate, was a runner-up for the Hudson Prize.

I’d like to recognize a couple of outstanding faculty members. First, Dr. Wanda Hadley, associate professor of Educational Leadership in Higher Education in the College of Education and Human Development, who recently took part in a panel discussion at the 2019 Symposium on Learning Disabilities in Mt. Dora, Florida.

Separately, the Michigan Council of Teachers of English has named Dr. Jonathan Bush as the 2019 Charles Carpenter Fries (FREEZE) Award winner. Dr. Bush, a professor of English, received the award at the Council’s Fall Conference from two WMU alumnae: Dr. Kristin Sovis, an English professor at CMU and Dr. Amanda Stearns-Pfeiffer, an English professor at Oakland University.

The Michigan Council of Teachers of English also named one of our alumnae as the 2019 Middle School English Teacher of the Year. Stephanie Hampton, a teacher at Maple Street Magnet School, is a Kalamazoo native and was in the first graduating class of Kalamazoo Promise students. She earned both her bachelor’s and master’s degrees at WMU.

Additionally, another WMU graduate has been named Michigan Teacher of the Year by the Michigan Department of Education. Congratulations to this year’s winner, Cara Lougheed, (LAW-heed) an English and history teacher at Stoney Creek High School in Rochester Hills. Congratulations to all.

One final mention of an outstanding alumna from the School of Social work. Bella Hounakey, who earned her BA and MSW at Western, and was also a Seita Scholar, has been appointed by the White House as a member of the United States Advisory Council on Human Trafficking.
ATTACHMENT C

REMARKS TO WMU BOARD OF TRUSTEES
November 6, 2019
Richard A. Gershon

*See Attached Slide Deck
Western Michigan University
Board of Trustees
November 6, 2019

Richard A. Gershon, President
Western Michigan University Faculty Senate

Faculty Senate Executive Board
- Marilyn Kritzman, Vice President
- Osama Abudayyeh, Director
- Decker Hains, Director
- John Jellies, Director
- William Rantz, Director
- C. Dennis Simpson, Director
- Sarah Summy, Director
Memorandum of Action

A Memorandum of Action (MOA) is an approved recommendation from the Faculty Senate typically involving curriculum or policy initiatives that are forwarded to the WMU administration for final approval.

If the administration approves an MOA, it becomes University policy.

During the 2018-19, the Faculty Senate formalized and the administration approved four MOAs.

Thus far during 2019-20, three MOAs have been created and approved with an anticipated 12 more to be drafted.
Memoranda of Action

The following MOAs have been signed and returned by the Administration:

- 18/05: Creation of Undergraduate GPA Revision Policy
- 18/06: Honors Upon Graduation
- 19/01: Revision of Undergraduate Catalog to Define Practice for Majors, Minors, and Cognates
MOA-18/05: Creation of Undergraduate GPA Revision Policy

On Thursday, December 6, 2018, the Faculty Senate approved MOA-18/05, which is intended to give WMU undergraduate students a second chance with respect to changing majors to another department or college. This policy initiative is about second chances and long-term student success at Western Michigan University.

GPA Revision Features:

- A student can change majors to another department with an expectation that up to three courses may be removed from the student’s GPA calculation.

MOA-18/06: Honors Upon Graduation

A WMU degree can be earned by taking at least 30 credit hours of WMU coursework. In the past, in order to be considered for honors designation, a student had to have completed 50 credit hours of WMU coursework. MOA-18/06 provides an opportunity for honors designation for those students with a minimum of 30 credit hours of WMU coursework.
MOA-19/01: Revision of Undergraduate Catalog to Define Practice for Majors, Minors, and Cognates

What is the difference between a major, minor and a cognate?

In order to ensure consistency in terms of WMU’s graduation requirements, two clarifications are needed; one to establish procedures for majors not requiring a minor and the second to clearly state what courses may be shared between majors and/or minors.

A program major requires a minimum of 24 hours of coursework as well as a declared minor to graduate.

However, some majors do not require a minor. Therefore, is it being proposed that all majors require a minor, unless the lack of a minor has been approved through the curriculum process.
Upcoming Memoranda of Action

Below are just a few of the MOAs currently under development:

- 19/04: Creation of Student Attendance Expectation Policy
- 19/12: Revision to Graduate Catalog to Redefine Full-time Graduate Student Status for Loan Deferment and Insurance Eligibility
- 19/06: Creation of Final Exam Schedule Policy
MOA-19/04: Creation of Student Attendance Expectation Policy

WMU does not currently have an attendance policy. Attendance policy is primarily determined by the individual faculty member. That said, there are occasions where a student will be absent from a scheduled course for reasons beyond their control, such as bereavement, illness, or short-term military obligations.

Therefore, MOA-19/04 is being developed to provide guidance about what might be considered “regular absence from class situations” so that students and faculty understand clearly how to best navigate absence-related issues in the classroom.
MOA-19/12: Revision to Graduate Catalog to redefine Full-time Graduate Student Status for Loan Deferment and Insurance Eligibility

There are occasions when graduate students only need to take one credit hour of classwork in their remaining one or two semesters as they complete their final graduate program requirements (i.e., they may be working on a Masters thesis, research project etc.).

At the same time, the said graduate student may be required to start repaying loans unless he/she is enrolled full-time. MOA-19/12 proposes to clarify a full-time exception involving one credit hour being recognized as full-time for financial aid or loan eligibility purposes.

This comes under the heading of helping graduate students finish up without having to contend with an immediate financial burden.
MOA-19/06: Creation of Final Exam Schedule Policy

What is the maximum number of exams that a student should have to take in a single day during final exam week?

This MOA is about student success in the classroom. It was found that the original Final Exam Policy ceased to exist after 2005. Therefore MOA-19/06 is being drafted to create a new policy that is in line with peer institutions.

If a student is assigned three or more exams on any single day of final exam week, the student is allowed to arrange with their instructor(s) to reschedule one or more exams so the student will have no more than two exams scheduled on any single day of final exam week.