

WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE

UNDERGRADUATE STUDIES COUNCIL
Tuesday, 11 September 2012, 3 p.m.
Faculty Lounge, Bernhard Center

Members present: K. Ackerson, A. Anderson, R. Aravamuthan, K. Baldner, K. Hillenbrand, M. Kritzman, D. Reinhold, D. Sachs, A. Salvaggio, C. Thralls, V. Torano, D. Walcott

Absent without substitution: N. Andreadis, G. Whitehurst

Guests: Wayne Fuqua, Chair, Psychology and Doug Johnson, Psychology

Also present: Janice Anderson Faculty Senate Office; Betty Dennis, Extended University Programs; and William Rantz, Faculty Senate President

Procedural Items

Faculty Senate President William Rantz introduced himself, and welcomed us all to the new school year.

Council Chair Ariel Anderson called the meeting to order at 3 p.m.

Acceptance of Agenda

Torano moved acceptance of the agenda (with deletion of proposed Item 2), seconded by Hillenbrand. Motion carried.

Approval of the Minutes

The minutes from our last meeting discussed finding a replacement for Nick Andreadis on the Medical School Task Force. Hillenbrand noted that, after our last meeting, she spoke with Nick and agreed to be his replacement.

Kritzman moved approval of the minutes of 12 June 2012, seconded by Thralls. Motion carried.

Chair's Remarks

Anderson welcomed new and returning members to the council. A new student representative, Anna Salvaggio, was welcomed from the Western Student Association. She met recently with the Faculty Senate Executive Board, and would like to remind members to find replacements if they cannot attend council meetings. She also noted that members of both faculty and administration have equal voices on this council. This council reports to the Faculty Senate Executive Board, and is a standing council of the Faculty Senate.

Action/Discussion Items

Curriculum Proposal from the Department of Psychology – Delete the existing one track Psychology major: a two track major, General Psychology and Behavioral Science, has already been approved to replace it [CAS 1028]

Wayne Fuqua addressed the council. The department's new major has already been approved. This curriculum proposal simply formally deletes the old major that the new one replaced. Not deleting the original major was simply a clerical oversight. Aravamuthan moved acceptance of the proposal, seconded by Torano. Motion carried.

Election of a Member to the Committee to Oversee General Education

The council re-elected Raja Aravamuthan, from the Department of Paper Engineering, Chemical Engineering, and Imaging to the Committee to Oversee General Education to a three-year term.

*Selection of a Council Representative
for the University Assessment Steering Committee*

The council selected Kelly Ackerson, from the WMU Bronson School of Nursing, as its representative on the University Assessment Steering Committee.

Review of 2012-13 Council Charges
(The official charges from the Executive Board immediately follow the text of these minutes.)

We began with a discussion of our first charge, to "Establish learning outcomes for the 10 skills students should develop at WMU as described in Strategy 1.1 – Goal #1 of the Academic Affairs Strategic Plan." The Strategic Plan lists 10 skills, and we are charged with establishing Learning Outcomes for these skills. And our second charge is to establish a method for assessing whether these learning outcomes are being met. Reinhold explained that, in his understanding, this council is not necessarily charged with completing these tasks, but is encouraged to participate in the process meeting these goals. A lively discussion ensued. Baldner moved, seconded by Hillenbrand, that this council ask COGE to look at the list of 10 skills and report back to us (prior to our November meeting) any learning outcomes already associated with these skills in the General Education Policy. Motion passed.

Aravamuthan suggested some changes to the wording of the first charge. These suggestions were conveyed to D. Walcott, who will present them to the Executive Board.

The third charge asks us to "devise a university-wide definition of service learning and establish the basic components of a service learning course using best practice." Reinhold suggested an individual we could invite to address the council regarding this charge.

Our fourth charge was to review the Program Review and Planning Process.

Finally, we are charged with addressing any continuing charges or outstanding issues we deem necessary.

Other

Anderson noted that during our 9 October meeting (which will be held in the Brown and Gold Room), Marilyn Duke, Director, Academic Skills Center, will speak to us about reinstating the Intellectual Skills Program Advisory Committee

The meeting was adjourned at 4:25 p.m.

Respectfully submitted,

Kent Baldner

**WMU Faculty Senate
Undergraduate Studies Council
CHARGES for 2012-2013**

Delores Walcott will serve as the Senate Executive Board representative on USC.

In addition to the specific responsibilities specified in the Undergraduate Studies Council's role statement and the work of the USC standing committees, the Faculty Senate Executive Board charges the USC to consider, as a committee of the whole or through the appropriate sub-committee or task force, the following issues:

1. Establish learning outcomes for the 10 skills students should develop at WMU as described in Strategy 1.1 – Goal #1 of the Academic Affairs Strategic Plan:

Goal # 1. Offer undergraduate programs that will provide graduates with the distinction necessary to be highly successful in their lives and careers.

Strategy 1.1: The faculty will continually examine curricula and course content, including general education, to ensure that the following skills, knowledge, and attitudes are integrated into undergraduate education:

1. Global understanding and sensitivity
2. Communication skills
3. Critical thinking
4. Environmental sustainability

5. Diversity and inclusion
6. Civic and social responsibility
7. Health and wellness
8. Quantitative and reasoning skills
9. Artistic literacy
10. Information literacy

2. Establish a method for assessing whether the learning outcomes outlined in Item I above are met. This should include the method of assessment, identification of the body responsible for analyzing the data and who is responsible for recommending changes based on the assessment data. This process should also be one that can apply to our current general education program.
3. Devise a university-wide working definition of service learning and establish the basic components of a service learning course using best practices.
4. Working with the Graduate Studies Council: Review the proposed Program Review and Planning Process, modify as appropriate, and recommend to the provost.
5. Address any continuing or outstanding issues or initiatives as deemed necessary by the council. To the extent possible conclude any outstanding initiative by producing a memorandum of action, report or resolution.

NOTE: It is understood that the USC will seek information from all administrative offices necessary to carry out its charges. The USC is expected to keep the Senate Executive Board apprised of progress, especially in connection with any memorandum of action it may develop, and to give advance notice of any action the USC seeks to place on the Senate agenda, including the final text of any proposed MOA, report or resolution. The Executive Board should also be notified of substantive procedural issues addressed by the USC. The USC shall provide a written summary of its progress on the above charges and any other activities undertaken no later than June 30, 2013.