

WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE

UNDERGRADUATE STUDIES COUNCIL
Tuesday, 10 September 2013, 3 p.m.
Faculty Lounge, Bernhard Center

Members present: K. Ackerson, A. Anderson, R. Aravamuthan, J. Atkin, K. Baldner, M. Cahill, L. Coons, E. Eckel (for D. Sachs), K. Hillenbrand, M. Kritzman, C. Peña, D. Reinhold, C. Tremblay, D. Walcott

Absent without substitution: C. Koretsky, G. Whitehurst

Guest: William Rantz, Faculty Senate President

Also present: Janice Anderson, Faculty Senate; Jeanine Bartholomew, academic advising liaison; Betty Dennis, Extended University Programs

Procedural Items

Council Chair Ariel Anderson called the meeting to order at 3:05 p.m.

Acceptance of Agenda

Aravamuthan moved acceptance of the agenda, seconded by Atkin. Motion carried. (We will adjust the order according to the Provost's schedule.)

Approval of the Minutes

Hillenbrand moved approval of the minutes of 11 June 2013, seconded by Atkin. Motion carried.

Chair's Remarks

Chair Anderson welcomed new and returning members to the council. Anderson reported attending a luncheon meeting on 6 September with members of the Senate Executive Board and other council chairs. She received the council's charges, which we will review today. Anderson introduced William Rantz, Faculty Senate President, who welcomed the council and indicated he looked forward to working with us. Anderson wanted to note for the record all the outstanding work from the staff at the Senate Office.

Discussion / Action Items

Accelerated Degree Program

• Last year the Graduate Studies Council recommended revision to the policy on Accelerated Degree Programs to allow ADP programs for those entering Specialist and Doctoral degree programs, in addition to Master's degree programs. USC felt additional revisions to the ADP policy were necessary but never finalized those revisions.

Anderson began by reminding the council of the points this council has already decided, and then reviewed the remaining issues before us. The question regards recommendations we are making to the Graduate Studies Council for the proposal they plan to propose to the Senate. The council agreed that Reinhold and Kritzman will tweak the current proposed language to accommodate today's input from the council. A copy of the final language will be forwarded to council members by email for an electronic vote. The proposed language, if the council agrees to it, will appear in next month's minutes. Hillenbrand and Reinhold both noted that there is a need for this policy to be approved as soon as possible.

• USC considered changing the name of accelerated degree program (ADP) to accelerated master's program (AMP) to provide a clearer definition of the policy. Students now interpret ADP to mean the undergraduate degree is accelerated.

Aravamuthan moved changing the name of the current Accelerated Degree Program (ADP) to the Accelerated Graduate Degree Program (AGDP), seconded by Hillenbrand. Motion carried.

Tim Greene, Provost and Vice President for Academic Affairs

Tim Greene thanked the council for taking time to meet with him. Greene wanted to call attention to the fact that this year we will begin "beta-testing" of the Undergraduate Program Review process. This is a process that may lead to the enhancement, merging, or elimination of various undergraduate academic programs. Greene reviewed the details of how this will take place, from the departmental level, to administrative decisions. Provost Greene then answered questions from council members.

Review 2013-2014 Council Charges (Note from the Recording Secretary: A copy of these charges follows the minutes.)

Anderson noted that Charge 5 ("Devise a university-wide working definition of service learning") is something the council addressed last year. We will try to put this on the agenda for next month.

Reinhold suggested we get input from the "Transfer of Credit Committee" regarding Charge 6 (credit for military experience). The council will ask Tracey Quada, director of Military and Veterans Affairs, to give a presentation to the council on the current policies on military credit. We would like at least one member of GSC to attend this presentation.

The meeting ended with a lively discussion of Charges 3 and 4. Reinhold noted that Charge 4 (methods for assessing learning outcomes) really concerned creating a university "infrastructure" for accessing general education. There is an "ad hoc" committee looking at changes to the Gen Ed policy, trying to make it consistent with the University's new Strategic Plan. We will invite a member of that committee to a future meeting of this council.

The meeting was adjourned at 5 p.m.

Respectfully submitted,

Kent Baldner

**WMU Faculty Senate
Undergraduate Studies Council
CHARGES for 2013-2014**

Delores Walcott serves 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. Top priority: Work with Graduate Studies Council to finalize a revision of the accelerated degree program (ADP) policy.
2. Change name of Accelerated Degree Program (ADP) to Accelerated Master's Program (AMP). AMP is a clearer definition than ADP where students interpret this to mean the undergraduate degree is accelerated.
[Work with Graduate Studies Council.]
3. 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

[Work with General Education Committee.]

4. Establish a method for listing and assessing the learning outcomes associated with each of the items 1-10 listed above. This should include the development of learning outcomes, evaluation rubrics, 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 apply to our general education program.
[Work with General Education Committee.]
5. Devise a university-wide working definition of service learning and establish the basic components of a service learning course using best practices. Request updates on service learning from the Office of Service Learning.
6. What should the policy and procedure be to award credit for specific military experience?
[Work with Graduate Studies Council.]

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, 2014.