

WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE

UNDERGRADUATE STUDIES COUNCIL
Minutes of Tuesday, 11 February 2014, 3 p.m.
Faculty Lounge, Bernhard Center

Members present: K. Ackerson, A. Anderson, R. Aravamuthan, J. Atkin, K. Baldner, M. Cahill, K. Hillenbrand, C. Koretsky, M. Kritzman, D. Reinhold, D. Sachs, D. Walcott, K. Walker, G. Whitehurst

Absent without substitution: L. Coons, C. Tremblay

Also present: Jeanine Bartholomew, Academic Advising Liaison; Betty Dennis, Associate Dean, Extended University Programs

Procedural Items

Council Chair Ariel Anderson called the meeting to order at 3:03 p.m.

Acceptance of Agenda

Kritzman moved acceptance of the agenda, seconded by Ackerson. Motion carried.

Approval of the Minutes

Aravamuthan moved approval of the minutes of 14 January 2014, seconded by Koretsky. Motion carried.

Chair's Remarks

Chair Anderson began by thanking Kritzman for chairing last month's meeting in her place. Anderson also mentioned receiving a copy of an email from Senate President William Rantz replying to Casey Watts (from *Western Herald*) about a Western Student Association request to change the university grading scale. The council has discussed this matter in the past. Anderson was simply informing us of this communication.

Kritzman reported on the most recent Faculty Senate meeting on 6 February. Walcott reminded USC of the upcoming suicide prevention program. (See <http://www.wmich.edu/suicideprevention/about/visiting-scholar> for more information.)

Action/Discussion Items

Draft Proposal for Undergraduate Certificate Program

The council considered a proposal for an Undergraduate Certificate Program. Jane Baas, from Dance, brought this proposal before the council two months ago, but USC was not able to act on it at that time. (The draft proposal follows these minutes.) A concern was raised about whether or not the proposed language should explicitly allow or disallow doubling-counting ("double-dipping") of coursework for this certificate program with other programs. A suggestion was also made to include language that would limit the amount of transfer credits that could count towards this program. The council made suggestions for changes to the draft language, and asked for the proposal to be re-submitted with these changes. Aravamuthan moved acceptance of the proposal (as amended to delete struck-out text) to establish an Undergraduate Certificate Program, seconded by Kritzman. Motion tabled pending re-submission.

Continued Discussion of the Liberal Education and America's Promise (LEAP) States Initiative – David Reinhold, Associate Provost for Assessment and Undergraduate Studies

David Reinhold spoke to the council at the last meeting about the Liberal Education and America's Promise Initiative. LEAP is a national advocacy group sponsored by the Association of American Colleges and Universities that champions the value of a Liberal Arts Education. Reinhold has been communicating with other colleges and universities in Michigan about whether we should join forces so that Michigan could join the Leap States Initiative. The LEAP States Initiative brings AAC&U and member campuses together in support of curricular renewal for liberal education. The council supports Western joining the Leap States Initiative, and asked Reinhold to come back to the council with a specific motion we could pass and send on to the full Senate expressing our support.

The meeting was adjourned at 4:20 p.m.

Respectfully submitted,

Kent Baldner

Undergraduate Certificate Programs-DRAFT 1-9-14

Certificate program

An undergraduate certificate is awarded for the satisfactory completion of a non-degree undergraduate program designed around a narrow, applied, and coordinated curriculum with a professional focus. Any new course that is developed for an undergraduate certificate program must be approved through the university curricular process. An undergraduate certificate program may be either multidisciplinary or uni-disciplinary in organization and may be taken separately or in conjunction with an undergraduate degree program. The undergraduate certificate is not an award of license, accreditation, or certification to render professional services; rather, it signifies that a student has satisfactorily completed an approved undergraduate certificate program curriculum. Certificates generally focus on necessary professional training requirements in a specific area of study and may serve as enhancements to existing undergraduate degree programs. Certificates typically range from 15 to 24 credits/semester hours.

Delivery methods

Undergraduate certificates may consist of traditional instruction, hybrid, or fully online instruction. WMU's Online Education offers a variety of courses, degrees, and certificate programs entirely online. Online Education also offers hybrid courses and hybrid degree programs that utilize contemporary online learning technologies and methodologies. Additional services include instructional design and course development support for instructors, technical support for students, and on-campus proctored testing.

Non-degree Undergraduate Certificate Program

The academic advisor or program director of the academic unit or program must submit an outline of the Undergraduate Certificate Program requirements for each student to the Office of Graduation Auditing. The undergraduate certificate program of study will then be audited in the same manner as a degree program. For a student concurrently pursuing a degree program and an Undergraduate Certificate Program, the outline of the undergraduate certificate program would be submitted separately from the undergraduate degree program of study. For a student not pursuing an undergraduate degree, the outline of the undergraduate certificate program alone would be submitted to the Office of Graduation Auditing.

A student must apply, through the Office of Graduation Auditing, to graduate with an Undergraduate Certificate. The following general requirements must be met:

1. Completion of the requirements, as stated on the program of study, of the Undergraduate Certificate Program with a "C" (2.0) or better average within a six-year period;
2. A grade of "C" or better must be earned in every required course listed on the program of study; and
3. Completion of departmental requirements, if any.