

WESTERN MICHIGAN UNIVERSITY  
FACULTY SENATE

UNDERGRADUATE STUDIES COUNCIL  
Tuesday, 14 October 2014, 3 p.m.  
Faculty Lounge, Bernhard Center

**Members present:** K. Ackerson, A. Anderson, R. Aravamuthan, K. Baldner, M. Bracey, J. Cousins, B. Ferrin (for J. Atkins), K. Hillenbrand, C. Koretsky, M. Kritzman, S. Mead, D. Reinhold, D. Sachs, C. Tremblay, D. Walcott, G. Whitehurst

**Absent without substitution:** L. Coons

**Guests:** José Brandão, Chair, History; David Paul, Philosophy and Part-Time Instructors; Shawn Tenney, Director, Service Learning

**Also present:** Sue Davenport, Faculty Senate Office

**Procedural Items**

Council Chair M. Kritzman called the meeting to order at 3 p.m.

*Acceptance of Agenda*

Anderson moved acceptance of the agenda, seconded by Tremblay. Motion carried.

*Approval of the Minutes*

Anderson moved approval of the minutes of 9 September 2014, seconded by Ackerson. Motion carried.

*Chair's Remarks*

This was the first meeting led by the council's new chair, Marilyn Kritzman. Kritzman expressed the council's appreciation for Anderson's term as chair of this council.

**Action/Discussion Items**

1. **College of Arts and Sciences** – Department of History – José Brandão, Chair; [CAS 14-90B] Revisions to the structure and content of the Public History major and minor

Brandão discussed the changes the History Department is proposing to its major and minor. These changes result from ongoing assessment practices in the department, and the need to respond to shrinking enrollment at Western and a decline in departmental faculty. Baldner moved approval of the proposal, seconded by Whitehurst. Motion carried.

**Discussion/Information Items**

1. Continued discussion of definitions for experiential learning, service-learning, volunteerism and community service, and co-curricular learning – Shawn Tenney, Director of Service-Learning

Tenney once again addressed the council regarding proposed catalog definitions for "service learning," and changes to Academic Regulations in the undergraduate catalog. Baldner moved the approved addition to the Glossary and to the Academic Regulation, seconded by Anderson. (The proposed language follows these minutes.) Motion carried.

2. Continued discussion of council charges: Tabled in the interest of time.

3. Selection of a member to serve on the Transfer of Credit Committee

Betty Dennis, associate dean of Extended University Programs, has been representing the council on this committee, but she out on medical leave for an undetermined amount of time. (Get well, Betty!) Aravamuthan is already on the committee, and will serve as Dennis' temporary replacement.

4. Selection of a member to serve on the Faculty Senate Ad Hoc Plagiarism Committee

J. Atkins was selected to serve on this committee.

5. Report from the Ad Hoc Committee on General Education – Bruce Ferrin, Co-Chair

Ferrin reported to the council on the recent activities of the Ad Hoc Committee on General Education. The committee has been meeting for about 18 months, discussing shortcoming in the current system, and ideas for changes. The committee submitted a survey to the faculty soliciting their attitudes about general education. The committee has a 3-year plan for revising general education. This is not a specific proposal, but a plan for getting faculty and the administration involved in the process of revising general education. A lively discussion ensued.

The meeting was adjourned at 4:50 p.m.

Respectfully submitted,

Kent Baldner

## Proposed definitions for catalog glossary of terms:

**Experiential Learning:** Western Michigan University defines “experiential learning” as that which “informs many methodologies, in which educators purposefully engage with students in direct experience and focused reflection in order to increase knowledge, develop skills, clarify values, and develop people’s capacity to contribute to their communities” [Association for Experiential Education and United Nations Educational, Scientific and Cultural Organization (UNESCO)]. Experiential learning includes, but is not limited to:

**Service-Learning:** Service-learning is a mutually beneficial endeavor in which course learning objectives are met by addressing community-identified needs--putting academics into practice.

**Co-Curricular Learning:** Co-curricular learning takes place outside formal academic studies. It is similar to volunteerism, but includes structured reflection.

**Volunteerism:** Refers to work done without financial remuneration in order to give back to the community and may be completed by individual students or organized group activities. It may be done on a voluntary basis or as required for an academic course, program or other campus organization.

[These last 3 terms should be listed independently in the glossary, with references back to Experiential Learning.]

## Proposed content for Academic Regulations section of the catalog:

### Service-Learning, Co-Curricular Learning, and Volunteerism

Service-learning, co-curricular learning, and volunteerism are all forms of experiential learning that do not include financial remuneration. Experiential learning is an important aspect of a student’s academic career and includes pedagogies that incorporate practical application and hands-on experiences into learning.

**Service-Learning:** Service-learning is a mutually beneficial endeavor in which course learning objectives are met by addressing community-identified needs--putting academics into practice.

The criteria for the service-learning course designation are as follows:

- Service project must enhance understanding of course learning objectives
- Students provide at least 15 hours of service during the semester. Project-based learning is determined by completion of project goals rather than number of hours. *Hours must be logged*
- Must include critical reflection of student’s experiences
- Projects must serve a community-identified need
- Must be a reciprocal partnership among community partners, students, and professors/instructors/staff

- Projects must be arranged by university faculty or staff
- Only courses in which service-learning is required for all students will receive the service-learning designation
- To receive the designation, the course must include the service-learning requirement every time it is taught

**Co-Curricular Learning:** Co-curricular learning takes place outside formal academic studies. The criteria for co-curricular learning include:

- Learning objectives are determined by the organizing body, and are rarely associated with course content and objectives
- Number of hours is set by the organizing body—Registered Student Organizations (RSOs), Resident Assistants (RAs), other student groups, etc.
- Includes structured reflection
- Service enhances student learning and meets community needs

**Volunteerism:** Volunteerism refers to work done to give back to the community and may be completed by individual students or by organized group activities. It may be done on a voluntary basis or as required for an academic course, program or other campus organization.

Volunteerism:

- Is usually not related to an academic course
- Has no minimum or maximum number of hours; hours should be logged in GoRSO
- Does not necessarily include reflection