

WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE

UNDERGRADUATE STUDIES COUNCIL
Tuesday, 13 October 2015, 3 p.m.
Faculty Lounge, Bernhard Center

Members present: K. Ackerson, A. Anderson, R. Aravamuthan, J. Atkin, Suzan Ayers (for D. Walcott), L. Coons, K. Hillenbrand, C. Koretsky, Megan Grunert Kowalske (for J. Cousins), M. Kritzman, D. Reinhold, D. Sachs, E. Schleis, Connor Smith (for T. Fischman), C. Tremblay, G. Whitehurst
Absent without substitution: K. Baldner

Procedural Items

Council Chair M. Kritzman called the meeting to order at 3:01 p.m.

Welcome and Introductions

Chair Kritzman welcomed Megan Grunert Kowalske as a substitute for James Cousins for fall semester.

Acceptance of Agenda

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

Approval of the Minutes

Koretsky moved approval of the minutes of 15 September 2015, seconded by Atkin. Motion carried.

Chair's Remarks

Welcome to Suzan Ayers, substituting for Delores Walcott, representing the Faculty Senate Executive Board. At the USC's November meeting, John Jellies will be representing the Senate Executive Board.

Report on Faculty Senate meeting:

- New members of the Faculty Senate were introduced.
- The Faculty Senate Library Committee will be re-established under the leadership of John Saillant, from English.
- A new Faculty Senate Ad Hoc Committee on Civility will be established, chaired by Robert Wertkin. [Refer to USC Charge #3.]
- The Campus Planning and Finance Council has established the Subcommittee to Assess Incentive-Based Budget Models at WMU.
- The Ad Hoc Committee on General Education will likely report on progress to the Faculty Senate in November.

- There will be a dedication to rename the College of Engineering and Applied Sciences building as Floyd Hall on Friday, October 16 in honor of former WMU President Elson Floyd.
- Enrollment is down: 1.5%
 - Slight increase in FTIAC (no specific numbers)
 - Banner year in applications, but not yielding enrollment from those applications
 - 79% first year to sophomore retention
- Presidents, regents, boards of trustees of Michigan universities met in Grand Rapids.
- The Michigan Public School Employees Retirement System has overcharged WMU \$24.2m since 1997. They have reimbursed WMU and the funds will be used to pay for other retirements.
- Rudolf Siebert, from Comparative Religion, was honored for 50 years of service at WMU.
- Searches are underway for Dean of Libraries and Dean of the College of Arts and Sciences.
- Classes connected with the affiliated program with WMU Cooley Law School will begin in fall 2016.
- 1756 students are enrolled in the Lee Honors College, consisting of approximately 8% of undergraduates.
- The WMU Signature program is underway.
- Enrollment in Masters degree programs is down, enrollment in Ph.D. programs is up.
- The provost reported on the adventure of Academic Program Review and Planning and the recommendations generated by the process. Will use data from APR&P for purposes of integrated planning in the future.
- University Strategic Planning is underway.

Information/Discussion/Action Items

1. Revisit MOA-15/07 Transfer Students and 60 Credit Hour Minimum.

Reinhold reported that current policy requires that transfer students must complete a minimum of 60 credit hours at a four-year degree-granting institution in order to be eligible to graduate from WMU. Current trend among Michigan universities is to allow for specific programs to make exemptions to this policy (allowing students to complete more of their credit hours at two-year institutions). These exemptions would only be allowed when there is a formal Memorandum of Understanding and articulation agreement between WMU and the participating accredited two-year institution that has been approved by the Faculty Senate Undergraduate Studies Council.

Need clarification on what USC's role is in the actual drafting and signing of these MOUs and articulation agreements, including the procedural order of review by various administrative groups. Ayers will get clarification and will report back to USC at November meeting.

Tremblay moved to approve MOA-15/07 with the modification that the phrase “two year community college” be changed to “accredited two year institution” throughout document. Seconded by Anderson. Motion carried.

2. Discussion of inclusion of a syllabus statement as recommended by a report of the Instructor and Course Evaluation System.

Reinhold reported that the response rate of students completing the Instructor and Course Evaluations is very low. Universities with a culture of evaluation typically have higher response rates. The inclusion of a syllabus statement is an attempt to promote a stronger culture of evaluation. This would ideally be a joint endeavor of the Undergraduate Studies Council and Graduate Studies Council.

Given the large number of statements that faculty members are asked to include in each syllabus, there is concern that these statements are all distributed to faculty by different entities at different times. It was recommended that the Faculty Senate Office compile all such statements and distribute them in a single document to faculty on a regular basis.

Anderson suggested that a single document be developed containing information from all current recommended syllabus statements. Faculty can append this “university syllabus” to all course syllabi.

Koretsky suggested that faculty should explicitly explain how the ICES system works, what information is passed on to faculty members and others and the impact of the information.

Anderson suggested that instead of having a series of statements included in the syllabus, the University send the statements directly to the students. Concern was raised that such statements would need to be explanatory in order not to infringe on the faculty contract.

Ayers indicated that the Graduate Studies Council will draft a syllabus statement and share it with Undergraduate Studies Council for review and revision with ultimate goal of generating a jointly-endorsed statement.

3. Review Council Charges for 2015-16.

Charges 1, 2, and 8 – will work on in subcommittees. Tremblay will lead subcommittee addressing Charge 1. Reinhold will lead subcommittee addressing Charge 2. Kritzman will lead subcommittee addressing Charge 8, which will also include a representative from the Graduate Studies Council.

Charge 3 – will hold this charge in abeyance until USC has a report from the Faculty Senate Ad Hoc Committee on Civility.

Charge 4 – will hold this charge until spring 2016 semester.

Charge 5 – has been completed; will omit from charges. Will omit Elliott Larson Civil Rights Act from our required reading.

Charge 6 – hold in abeyance until USC has a report from the Faculty Senate Ad Hoc Committee on Plagiarism.

Charge 7 – hold in abeyance until USC has a report from the Faculty Senate Ad Hoc Committee on General Education, unless our assistance is needed by the ad hoc committee.

Charge 9 – will begin to address this charge on Service Learning. Will work with Shawn Tenney and Dave Reinhold.

4. Discussion of subcommittees and break-out sessions.

Kritzman will send a Doodle poll to schedule subcommittee and break-out meetings.

Other

No other business.

Adjournment

The meeting was adjourned at 4:30 p.m.

Respectfully submitted,

Dianna Sachs
Acting Secretary