

WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE

UNDERGRADUATE STUDIES COUNCIL
Tuesday, 8 November 2016, 3 p.m.
Faculty Lounge, Bernhard Center

Members Present: R. Aravamuthan, J. Atkin, J. Baas, K. Baldner, S. Carlson, L. Coons, T. Fischman, Stephen Hasenick (for G. Whitehurst), K. Hillenbrand, M. Kritzman, E. Martini (Extended University Programs), D. Reinhold, Diane Riggs (for J. Cousins), D. Sachs, Lisa Singleterry (for K. Ackerson)

Absent without substitution: A. Anderson, T. Curran, T. Hall

Guests: Tim Greene, Provost and Vice President for Academic Affairs; Marilyn Duke, Chair, Intellectual Skills Program Advisory Committee; Brynne Belinger-Rogers, Institutional Effectiveness; Jody Brylinsky, Associate Provost for Institutional Effectiveness

Also present: Billy Clayton, Military and Veterans Affairs; Linwood Cousins, Director, Africana Studies Program; Betsy Drummer, Academic Advising Liaison; Decker Hains, Chair, Committee to Oversee General Education; David Paul, Philosophy

Procedural Items

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

Acceptance of Agenda

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

Approval of the Minutes

Aravamuthan moved approval of the minutes of 11 October 2016, seconded by Atkin. Motion carried.

Chair's Remarks

This council will address questions on how to incorporate the University's new policy concerning plagiarism.

Information/Discussion Items

1. *Provost's Remarks – Tim Greene*

Provost Greene addressed the council. Several of the items the council will be discussing are of particular importance to the Provost's Office. Provost Greene comes to this council at least once a year. He urged that USC reconsider the status of 5000-level courses. He will be sending back a Memorandum of Action (from the International Education Council) regarding transfer credits from international students. Provost Greene spoke about a number of issues concerning the University. A lively discussion ensued.

2. *Higher Learning Commission Requirements for Faculty Credentials*
Brylinsky addressed the council regarding HLC's policies concerning "qualified faculty" for accreditation purposes. Kritzman invited her to address the council to speak about undergraduate students teaching courses. Brylinsky emphasized that undergraduates are not permitted to teach (either as instructor of record or informally) other undergraduate students. (This rule becomes applicable in fall of 2017.) The minimum requirement is that instructors should be at least one educational level higher than the students being taught.

Action/Discussion Items

1. *Committee to Oversee General Education Appointments and Update*

D. Hains addressed the council about issues facing COGE. The committee continues to conduct "normal" reviews prior to a new General Education policy being formulated. He addressed new procedures for providing feedback to departments regarding their proposals.

Pablo Pastrana from Spanish was elected to a two-year term on COGE representing College of Arts and Sciences Humanities Division; Duane Hampton from Geosciences was elected to a three-year term representing CAS Sciences and Mathematics Division; and Anthony Helms, Director of Academic Advising in the Lee Honors College, was elected to an indefinite term as an Advisory Member from Academic Advising.

2. *Curriculum Proposals – [CAS 17-1A] Change name of Africana Studies major to African American and Africana Studies and [CAS 17-2A] Change name of Africana Studies minor to African American and African Studies*
Atkin moved acceptance of this proposal, seconded by Riggs. Motion carried.
The Africana Studies program currently offers a major that leads to a BA degree, with a Black Americana Studies option and an African Studies option. The proposal to rename the major "African American and African Studies (AAAS)" will better represent the focus of the major and make it more inclusive of student needs and interests on WMU's campus and in local, regional, national, and global communities of interest. The name change is consistent with that of other major programs including: Harvard University, Ohio State University, University of California at Davis, University of Minnesota and Michigan State University. This proposal is part of the process of re-introducing the African American Studies Program. The council requested that a response to #7 on the proposal form regarding effects on resources be provided for each proposal.

3. *Transfer of Credit Committee Appointments*

Mark Liermann from Theatre was elected to a two-year term on the Transfer of Credit Committee representing the College of Fine Arts; Christopher Voss from International Admissions and Services was elected to a two-year term representing the Haenicke Institute for Global Education; Billy Clayton, military advocate, was elected to a two-year term representing Military and Veterans Affairs; and Mindy Swickrath from Admissions was elected to a one-year term representing Admissions.

4. *Policy on Block Transfer of Military Credit*
This item was discussed at the September 13 meeting. There was a motion to accept the policy pending clarification of the last sentence of the second full paragraph, "the regular military evaluation process". (See Appendix I.) Baas moved, seconded by Sachs, approval of the proposed new language, (with the clarification inserted in bold). Motion carried.
5. *Provisional Acceptance Policy*
Reinhold addressed the council about a revision to the current policy. (See Appendix II.) Hasenick moved, seconded by Riggs, approval of the proposed new language (with minor editorial changes noted). Motion carried.
6. *Adding Intellectual Skills Program Advisory Committee member to COGE*
Marilyn Duke addressed the council, and requested that the council appoint a liaison from the Intellectual Skills Advisory Committee to the Committee to Oversee General Education. Atkins moved, seconded by Riggs, approval of this request. Motion carried.

Other

No other business was brought forward.

Adjournment

The meeting was adjourned at 5:05 p.m.

Respectfully submitted,

Kent Baldner

Appendix I

Policy on Block Transfer of Military Credit

Students who are military service members or veterans may receive a block of up to 15 credit hours of open elective credit towards a bachelor's degree.

Block credit may be granted for military training documented on a Joint Services Transcript (JST) with American Council of Education recommendations or for military training documented on a Community College of the Air Force (CCAF) transcript. Credit recommendations on a JST designated as lower-level (L) will be counted as credit from a two-year institution and recommendations designated as upper-level (U) will be counted as credit from a four-year institution. All credit recommendations on a CCAF transcript will be counted as a two-year credit.

The block of credit will count toward the total (122 minimum) credit hours required for graduation, but will not replace any specific course requirements in an academic program or general education. Credit awarded through the regular military evaluation process, **found on the Admissions website**, cannot be used for this block credit.

Students must consult the appropriate college advising office before the end of their second semester at WMU to determine whether they are eligible for the block of credit hours. It is solely the student's responsibility to initiate a request for such credit; it is not the responsibility of an advisor or any other University representative. Consultation with an advisor is required since the awarding of such credit may not be to the student's advantage.

Appendix II

Provisional Acceptance Policy

Revision to the *Undergraduate Catalog*, General Information/Admissions/ Admission Procedures for Domestic Students/Transfer Applicants/Credit Evaluation/Students Transferring to WMU, second paragraph:

Current Policy

Western Michigan University normally accepts work taken at a college or university accredited by a regional accrediting agency (for example, North Central Association of Colleges and Schools). Work taken at a college or university accredited by an agency other than a regional accrediting agency may be accepted on a provisional basis, subject to validation. The validation process consists of successful, subsequent completion of 26 semester hours of course work at WMU or at another regionally accredited school with a minimum GPA of 2.0. Trend of the most recent grades also will be taken into account. The credit will be awarded after the validation has been completed.

Proposed Policy

Western Michigan University typically only accepts credit from institutions of higher education that are accredited by a regional accrediting agency, such as the Higher Learning Commission (HLC) or the Southern Association of Colleges and Schools (SACS). Credits completed at an institution that is accredited by a **some other** national or a specialized program accreditor may only be accepted upon review and approval by faculty from the appropriate department(s) or areas of study. In order to accept the credit, the approving department or program must outline the exact credits that will transfer for specific course in a MOU with the sending institution, and transcribed by WMU prior to the student beginning classes at WMU. WMU is responsible for all credit it transcribes, whether earned on campus or transferred from another institution. Per HLC policy, by transcribing transferred credit, WMU attests to the relevancy, quality, and rigor of the coursework completed at the other institution.