

WESTERN MICHIGAN UNIVERSITY  
FACULTY SENATE

UNDERGRADUATE STUDIES COUNCIL  
Tuesday, 14 February 2017, 3 p.m.  
Faculty Lounge, Bernhard Center

**Members present:** Ackerson, Anderson, Carlson, Curran, Drummer, Ferrin, N. Walker (for Fischman), Hillenbrand, Kritzman, Paul, Martini, Reinhold, Riggs, Sachs

**Absent without substitution:** Baas, Coons, Hall, Whitehurst

**Guests:** Suzan Ayers, Department of Human Performance and Health Education; Donald Meyer, Chair, Department of Economics; Marilyn Duke, Chair, Intellectual Skills Program Advisory Committee

**Procedural / Informational Items**

*Call to Order*

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

*Acceptance of Agenda*

The agenda was amended to move C1 Selection of member to serve on the University Assessment Steering Committee, to B1 on the agenda. Carlson moved to accept the amended agenda, seconded by Ackerson. Motion carried.

*Approval of the Minutes*

Anderson moved to approve the minutes of 17 January 2017 as they stand, seconded by Riggs. Motion carried.

*Chair's Comments – Marilyn Kritzman*

Kritzman addressed the council. The Web link to summary notes from the 12 January 2017 Faculty Senate meeting was provided:  
<http://www.wmich.edu/sites/default/files/attachments/u609/2017/FSNotes.2.2.17.pdf>.

**Discussion/Action Items**

1. *Selection of member to serve on University Assessment Steering Committee*  
Sachs agreed to serve another term. Carlson moved and Ackerson seconded to select Sachs as the USC representative. Motion carried.

*Curricular Proposals*

2. a. [CAS 17-78-ECON] *Proposal to establish a Secondary Education Economics Minor*  
Donald Meyer addressed the council. Economics has long been part of WMU's social studies program but not as a separate area of endorsement. Offering economics to pre-service teachers will provide advanced content knowledge to become marketable, highly effective teachers. Graduates with a major in social studies and a minor in economics will receive the state's "CA" economics endorsement. Hillenbrand moved to approve the proposal to create a Secondary Education Economics Minor, seconded by Riggs. Motion carried.

2. b. [CAS 17-116-ECON] *Proposal to establish a major and B.S. degree in Economics*

Donald Meyer addressed the council. This offering is designed to provide a degree in Economics that is geared toward preparing students for jobs relating to public policy, as well as preparing students for M.A. and Ph.D. programs in economics and/or technical careers with an economic focus. The new major is designed for students looking for a more quantitative/technical offering in economics. There are similar programs (i.e., 3 economics degree options) in other neighbor institutions. The council requested more objective/specific outcomes in section 9 of proposal, support letters, and new catalog copy with cognate courses listed in the proposal. Anderson moved to approve establishing a new major and B.S. degree in Economics, pending re-writing of objective outcomes; Paul seconded. Motion carried.

3. [CAS 17-120-MATH] *Create an Accelerated M.A. program in Mathematics*  
A representative of the Mathematics department was not present to address the council, so this item will move to the agenda of the 14 March meeting.
4. [CEHD 786] *Proposal to combine and streamline the Physical Education Teacher Education (PETE) and Health Education Teacher Education (HETE) into a single comprehensive major, Physical and Health Education Teacher Education: K-12 (PHEJ)*  
Suzan Ayers addressed the council. The Michigan Department of Education has approved WMU's application for an experimental program which leads students to teacher certification in Physical Education K-12 and Health Education K-12. The program essentially has reorganized the two existing programs into one program, reducing the credit load by 45 (3 fewer semesters) for students, which is expected to increase enrollment. A question from the council arose regarding the listing of cognate courses outside of the College of Education and Human Development (i.e., sociology, psychology, holistic health) which were added/deleted in the consolidation of the programs into one program. The CEHD will need to communicate with representatives of those courses regarding the changes. The council requested that specific learning outcomes be listed in section 9 of the proposal. The council requested clarification of GPA requirement in Admissions and Professional Program Requirements section of the proposal. Ackerson moved to approve the proposal pending three revisions requested by the council, to create a single, comprehensive major in Physical and Health Education Teacher Education: K-12 (PHEJ). Riggs seconded. Motion carried.

**Informational/Discussion/Action Items**

2. MOA-16/13 *Revise Undergraduate Non-degree Certificate Programs*  
Reinhold addressed the council and reported that the group working on this (Baas, Martini, Whitehurst) and the registrar agreed with the following revised wording from the provost:  
*"If the requirements of an undergraduate certificate are embedded within the courses a student has taken to complete a degree program, a student must apply for the certificate at the time of graduation from the bachelor's degree. In*

*the case where a student completes some of the requirements of an undergraduate certificate upon graduation, the student may return at a later date, complete the requirements for the certificate and be awarded the certificate”.*

The council recommended adding language to communicate the time limit for applying courses to a degree (bolded):

*“If the requirements of an undergraduate certificate are embedded within the courses a student has taken to complete a degree program, a student must apply for the certificate at the time of graduation from the bachelor’s degree. In the case where a student completes some of the requirements of an undergraduate certificate upon graduation, the student may return at a later date **(in accordance with current University policy)**, complete the requirements for the certificate and be awarded the certificate”.*

The council discussed the importance of advising in the departments which offer certificates in making students aware of the option to earn a certificate while working on a bachelor’s degree.

Anderson moved to approve the proposal with amended language; Riggs seconded. Motion carried.

### 3. 2016-17 Council Charges

- Charge 1. Keep
- Charge 2. The council discussed amending this charge to tailor it to the academically-related work of USC. Need clarification about how USC might address student success and faculty engagement.
- Charge 3. The council discussed whether this charge falls under the role of USC. It was suggested that this charge be addressed in future academic program planning, as this isn’t a role of USC.
- Charge 4. Keep. Kritzman will remind Executive Board about this charge and invite Ad Hoc General Education Design Committee to a future council meeting.
- Charge 5. Keep. Need designation for service learning courses, so students are aware. The council will work with Shawn Tenney to develop service learning policy and create service learning committee for service learning course review.

The following potential additional charges were discussed:

- The provost suggested that USC may wish to resume discussion regarding 5000-level courses. The council decided to not add this to the list of USC Charges.
- Final exam week policies: Problems have been experienced related to Finals Week schedule and need for make-up day in the event of bad weather, dorm closure schedule during Finals Week, and make-up exams and mass exams scheduled on the same day. Kritzman will ask the registrar to visit a future meeting to clarify these policies.

Kritzman requested that council members think about the charges, which will be addressed at the next council meeting.

### Other

None.

### Adjournment

A motion to adjourn was made by Ferrin, supported by Ackerson. Motion carried. The meeting was adjourned at 4:50 p.m.

Respectfully submitted,

**Kathryn Hillenbrand**

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