

WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE

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

Members present: Ackerson, Baas, Carlson, Coons, Carlson (for Sachs), Curran, Drummer, Ferrin, Hillenbrand, Kritzman, Paul (for Baldner), Martini, Reinhold, Riggs, Whitehurst

Absent without substitution: Anderson, Fischman, Hall

Guests: Matt Reeves, Department of Geosciences; John Petrovic, Department of Mathematics; Adam Manley, Department of Family and Consumer Sciences; Shawn Tenney, Director, Office of Service Learning; Mervyn Elliott, Chair, Ad Hoc General Education Design and Logistics Committees

Procedural / Informational Items

Call to Order

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

Acceptance of Agenda

Baas moved to accept the amended agenda, seconded by Carlson. Motion carried.

Approval of the Minutes

Ackerson moved to approve the minutes of 14 February 2017 as they stand, seconded by Paul. Motion carried.

Chair's Comments – Marilyn Kritzman

Kritzman addressed the council. The link to summary notes from the 2 March Faculty Senate meeting is: <http://wmich.edu/sites/default/files/attachments/u370/2017/FSnotes-3-2-17.pdf>. Kritzman has been asked to attend the Faculty Senate Executive Board meeting to address the Geology certificate that was previously approved by the USC. We have met Council Charge #5.

Discussion/Action Items

Curricular Proposals

1. [CAS 17-15(A)-GEOS] Proposal to create a certificate in Applied Hydrogeology (undergraduate).
Matt Reeves addressed the council. A certificate in Applied Hydrogeology would provide students with the field, technical and analytical skills that prepare them for careers in hydrogeology, environmental geology and water resources management. This certificate can prepare students for Professional Geologist and Certified Ground Water Professional licensure exams. There is workforce demand for geoscience-related occupations. This program is anticipated to attract individuals employed in the field

and interested in furthering their education. The certificate is an outgrowth of the hydrogeology field course, and students who take that course may be interested in the certificate program. In addition, students from biology, chemistry, engineering, environmental studies and freshwater sciences may be interested in this certificate. The council asked about application requirements; catalog copy needs to clearly state requirements.

Whitehurst moved to approve the proposal to create a certificate in Applied Hydrogeology, seconded by Riggs. Motion carried.

2. [CAS 17-120-MATH] Proposal to create an Accelerated M.A. program in Mathematics.
John Petrovic addressed the council. This accelerated program will allow advanced undergraduate students at WMU to complete a B.A. and M.A. program in Mathematics in 5 years. As a master's degree is the entry level for some math occupations, this is an opportunity for students to earn both degrees at WMU in 5 years. Students outside of WMU need to satisfy requirements of the bachelor's degree program at WMU. The council asked about the application fee, which in fact is the fee for all AGDPs. The council requested that the ADP acronym be corrected to AGDP in the proposal. 6000-level courses are part of the program; however, the proposal listed only courses that are double-counted for B.A. and M.A. (no 6000-level). The council recommended adding a statement re: the 6000-level courses required (i.e., "To view the master's degree requirements, refer to the graduate catalog"). The council accepted exiting language in the document re: advising Whitehurst moved to approve an Accelerated M.A. program in Mathematics, with the requested amendments. Hillenbrand seconded. Motion carried.
3. [CEHD 771-R-110] Proposal to create a new major, Workforce Education and Development.
Adam Manley addressed the council. This program offers a non-teaching certification option within the Workforce Education and Development curriculum. This major will prepare students to provide technical training, staff development and career guidance in settings where a bachelor's degree and technical experience are required. Prospective students will likely be interested in business or industry. This will be the only program of its kind in the state.

One council member brought forth an absent member's concerns over the curriculum improvement form. The rationale to create a non-teaching teaching major – for example, a community college instructor, would take teaching prep courses. Are there outside institutions going to hire technically trained people? Response: Organizations have been contacted and discussions held regarding hiring people with these credentials; non-profits may be interested. There may be dozens of organizations that may be interested.

A council member questioned the marketability of WED. Many of the technical trainers do not typically have a bachelor's degree; they may have an associate's degree.

A council member questioned whether a student could just major in business and be qualified. The response was that a student could do this.

A council member commented that corporate training focuses on content knowledge and expertise, supplemented with teaching skills. To bring students into a major as a corporate trainer is not realistic; very difficult to find employment as a corporate trainer. Manley responded that this proposal is not exclusively for corporate trainers; if there was a trainer for a software company, in order to train employees that person would need to have expertise in the software product. Whitehurst moved to approve the proposal to create a new major, Workforce Education and Development. Carlson seconded. The council vote to accept the proposal was: 5 in favor; 2 opposed; 4 abstentions. The chair will verify the count according to the rules in the American Institute of Parliamentarians Standard Code of Parliamentary Procedure.

Informational/Discussion/Action Items

1. Potential process to identify service learning courses.
Shawn Tenney addressed the council. Handouts were provided, including a course designation request form. The process for having a course designated as a service learning course: instructor completes Course Designation Request Form, which is signed by the department chair, then forwarded to the service learning advisory team for review and potential approval. As long as the course meets the service learning criteria, it will be designated on Banner as a service learning course. If the course does not meet the basic criteria, the request will be sent back to the faculty. Service learning courses will be every 5 years. The advisory team would be comprised of faculty. The council suggested that a standing committee should be developed through Faculty Senate; service learning may be connected to the signature program. The council requested a letter of support from the Registrar's office. After USC approval, it will need to develop a Memorandum of Action. Ferrin moved to approve, seconded by Baas; motion carried.
2. Discussion of General Education
Mervyn Elliott addressed the council. The committee charged with designing the new general education program has created a general education section in e-learning where faculty can access documents posted for review; information is also on the Faculty Senate website. The proposed model for revised general education has not changed much since October. The committee is now working to isolate the needs of each college. Foundational classes need to be determined; faculty will be approached to develop learning outcomes in areas of expertise. Elliott emphasized that the committee is revising the general education program; it is not assessing a person's way of teaching. The committee has needed to deal with faculty who are handling change. We have to remind people about the process of the steps taken thus far. Elliott stressed that it is important that the general education program address employer's needs. Accredited programs are concerned that GE requirements will affect their program. Every GE course

will need to be reapproved; there needs to be a committee that will do this; it is unclear if a new Committee to Oversee General Education will be developed. The council suggested that the Intellectual Skills Program Advisory Committee be approached and collaborated with.

Reinhold discussed questions raised regarding the number of GE courses; some thinking is the number should be decreased. The GE curricular process may be expedited, but how that process will be implemented is in question.

3. 2016-2017 Council Charges
 - Charge 1. Keep
 - Charge 2. In the February 14 meeting, the council requested clarification about how USC might address student success and faculty engagement.
 - Charge 3. In the February 14 meeting, the council 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 the Executive Board about this charge and invite the Ad Hoc General Education Design Committee to a future council meeting.
 - Charge 5. Met.

Additional charge regarding 5000-level courses is being explored.

Other

As follow-up to an item raised in the February 14 council meeting, Carrie Cumming will be invited to next meeting re: final exams policy. There is a concern about letting students know re: dorms staying open during finals week.

Adjournment

A motion to adjourn was made by Whitehurst, supported by Baas. Motion carried. The meeting was adjourned at 4:55 p.m.

Respectfully submitted,

Kelly Ackerson
Kelly Ackerson

Kathryn Hillenbrand
Kathryn Hillenbrand