

WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE

UNDERGRADUATE STUDIES COUNCIL
Tuesday, 9 May 2017, 3 p.m.
Faculty Lounge, Bernhard Center

Members present: Ackerson, Anderson, Jane Baas (for Bischof), David Paul (for Baldner), Carlson, David Code (for Coons), Diane Riggs (for Cousins), Curran, Tomika Griffin-Brown (for Drummer), Hillenbrand, Martini, Sachs, Gail Rouscher (for Whitehurst)

Absent without substitution: Aravamuthan, Ferrin, Fischman, Hall, Kritzman, Reinhold (for Greene)

Guests: Marilyn Duke, Chair, Intellectual Skills Program Advisory Committee; Ed Roth, School of Music; Shawn Tenney, Director of Service-Learning, and John Scott, Service-Learning Office

Procedural / Informational Items

Call to Order

Acting Council Chair Ariel Anderson called the meeting to order due to anticipated later arrival of Chair Marilyn Kritzman. The meeting was called to order at 3 p.m.

Acceptance of Agenda

Prior to the meeting, Kritzman requested the following adjustments to the agenda: Item 5 – Finals week policy – move to June USC meeting
Item 3 – MOA-17/04 move to end of agenda

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

During the meeting, there were changes to agenda item 2, made by Duke, as subpoints a, c, d, e were not going to be addressed, and discussion of Intellectual Skills Program Advisory Committee was added.

Approval of the Minutes

Sachs moved to approve the minutes of 11 April 2017 as written; seconded by Ackerson. Motion carried.

Chair's Comments – Marilyn Kritzman

Chair's comments were not offered in this meeting.

Discussion/Action Items

Curriculum Proposals

1. [AVS-093] Proposal to change the title of the Aviation Maintenance Technology program to Aviation Technical Operations.
Gail Rouscher addressed the council. The current title of this program is thought to give an incorrect/inaccurate impression of the program. Recent marketing

information received by the college suggested that if the title were changed to eliminate "maintenance", this would better represent the scope of the program, attract new students and increase market demand.

Baas moved to approve the proposal to change the title of the Aviation Maintenance Technology program to Aviation Technical Operations, seconded by Sachs. Motion carried.

2. [M11.1617] Proposal to create the Undergraduate Certificate: Music Therapy Equivalency

David Code and Ed Roth addressed the council. The School of Music is proposing to repackage the existing ad-hoc Music Therapy Undergraduate Equivalency program, designed for the student who already has a baccalaureate degree in music (or comparable program of study) in a different major, as an undergraduate certificate program. This would be a new stand-alone non-degree program with its own unique program code, which would permit undergraduate students to complete the coursework needed to become a licensed professional music therapist. A question was raised regarding advising for the new program; the response was that there are no new needs for advising. The new undergraduate certificate is a "re-packaging" of a slate of courses that has been offered for many years.

Baas moved to approve the proposal to create the Undergraduate Certificate: Music Therapy Equivalency, seconded by Riggs. Motion carried.

Informational/Discussion/Action Items

1. Service-Learning course designation documents

Shawn Tenney addressed the council and introduced John Scott from the Service-Learning office. The Service-Learning Course Identification document is based on feedback from five institutions with similar programs. Tenney stated that WMU is "ahead of the game" in seeking a S-L course attribute in Banner. Service-Learning Banner attribute will be added to course sections by the Registrar's Office, upon information received from the UCS Service Learning subcommittee. Attributes will be added each semester. If a course is on-going, offered routinely, it will be formally designated as a service-learning course in the course catalog. Special/occasional service-learning sections of courses will not be listed in the course catalog. The council recommended that the service-learning attribute (S) include a dash (-) or other marking before the course prefix, to prevent student confusion, e.g., (S-HC) for a service-learning course in the Lee Honors College (HC), vs SHC which designates the Sindecuse Health Center. Discussion arose regarding the future possibility of a stipend for creating a service-learning course; stipend won't be issued to faculty until the service-learning course is offered.
Baas moved to approve the Service-Learning Course Identification document up to the "Current Policy" section, with addition of the need for a dash (-) to the attribute. Code seconded. Motion passed.

2. Report from the Intellectual Skills Program Advisory Committee.

Marilyn Duke addressed the council and discussed the revised College Level Writing and Junior Status policy, for approval of the revised document. Revised wording under Current Policy:

Prerequisite for all approved baccalaureate-level writing courses will include the statement “ENGL 1050, IEE 1020, or approved equivalent from another institution.”

One curriculum proposal can capture all changes. A question was raised about the intent of the document; the response was that the proposal is to improve written communication skills of students as well as provide a formal policy to improve enforcement. Code moved to approve the revised document; seconded by Sachs. Motion passed.

Intellectual Skills Program Advisory Committee.

Duke provided a membership list for review. Members are Jonathan Bush, Susan Piazza, Jan Gabel-Goes, Kim Ballard, Leah Omilion-Hodges, Kirsty Eisenhart, Marilyn Duke and Kerrie Harvey. 2017-2018 officers are Marilyn Duke (Chair), Kirsty Eisenhart (Vice Chair), Kerrie Harvey (Secretary).

Motion to approve membership list came from Baas; seconded by Ackerson. Motion passed.

3. MOA-17/04 Revision to Advising Directors General Education Substitution Authority

Not addressed as Kritzman and no guests from Registrar’s office were present.

4. Election of members to the Committee to Oversee General Education

Not addressed.

5. Finals Week Policy

Agenda item was moved to the June USC meeting.

6. 2016-17 Council Charges

Not addressed.

Other

The next meeting is scheduled for June 13.

Adjournment

A motion to adjourn was made by Ackerson, seconded by Griffin-Brown. Motion carried. The meeting was adjourned at 4:10 p.m.

Respectfully submitted,

Kathryn Hillenbrand

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