

**WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE**

**UNDERGRADUATE STUDIES COUNCIL
Tuesday, 11 September 2018, 3 p.m.
Faculty Lounge, Bernhard Center**

Members present: Anderson, Baldner, Birnbaum, Curran, Duffy, Ealy, Ferrin, Hack (Western Student Association), Hillenbrand, Kritzman, Perryman-Clark (for Bischof), Reinhold (for Provost Bott), Sachs, Sanchez (WSA), Shao

Member absent without substitution: Coons

Academic Advising Liaison present: Drummer

Advisory Member present: Martini

Guests: Rick Gershon, Faculty Senate President; Jana Schulman, Director, Medieval Institute; Zoann Snyder, Director, Criminal Justice Program, Department of Sociology; Shawn Tenney, Program Manager, Office of Service Learning; Marilyn Duke, Director, Academic Resource Center

Procedural / Informational Items

Chair Ferrin called the meeting to order at 3 p.m.

Welcome and Introductions

Chair Ferrin introduced new members Staci Perryman-Clark, designee for Lee Honors College Dean Gary Bischof; Michael Duffy, Representative-at-Large; and Western Student Association representatives Joe Sanchez (president) and Samantha Hack.

Acceptance of Agenda

Hillenbrand moved to accept the agenda, seconded by Anderson. Motion carried.

Approval of the Minutes

Hack moved to approve the minutes of 8 May 2018 as written, seconded by Kritzman. Motion carried.

2018-19 Council Charges – Richard Gershon, Faculty Senate President

Faculty Senate President Gershon welcomed council members and reminded them that they represent WMU faculty, not just themselves. He thanked members for their willingness to serve and noted the interconnectedness of the work of various councils. Gershon requested that members come to council meetings prepared, having reviewed materials ahead of time and requested that members find a substitute if they must miss a meeting.

Reviewed Charge 2: Review and evaluate current policies concerning the last day of registration for summer I and II course offerings. Gershon was concerned that students could register for courses after several course meetings and he asked the council to reconsider this policy.

Reviewed Charge 4: Examine and evaluate best practices for helping to advance interdisciplinary academic programs on campus. Gershon noted that while faculty and administration frequently discuss the value of interdisciplinary programs, in reality they are often ignored in favor of more traditional disciplinary programs. He recommended researching best practices for interdisciplinary programs.

Reviewed Charge 6: Recruitment and retention. Gershon noted the importance of personal connections, especially students' ability to make a personal connection with a faculty member. He asked the council to consider the role of faculty in working with students to choose WMU and to stay and earn their degrees.

Chair Ferrin asked Gershon for clarification on Charge 3: Review and evaluate current policies concerning final exam scheduling. Gershon noted that the schedule is often repetitive; the schedule may create problems for students with disabilities.

Reinhold asked Gershon if the Faculty Senate had considered or would consider a joint charge across several councils to develop university-level learning outcomes. This had been recommended to the Senate in May 2018. Kritzman noted that the Senate Executive Board might begin this conversation and then bring it to USC and the Graduate Studies Council.

Martini asked Gershon about the status of a plan to include Extended University Programs in the curriculum proposal process for programs that may have significant impact on EUP.

Reinhold asked Gershon to develop a more formal mechanism for including the Libraries in the curriculum proposal process for programs that may have significant impact on Libraries resources.

Chair's Comments – Bruce Ferrin

Chair Ferrin asked Hillenbrand if she was interested in continuing to serve on the Honorary Degree Committee. Hillenbrand asked for time to consider.

Action Items – Curriculum Proposals

- 1) *Department of Sociology*
 - a) *CAS 17-309A: Change name of Criminal Justice minor to Criminal Justice Studies*

Zoann Snyder reported that this name change is to reflect changes in curricular emphasis that have already been approved. Hillenbrand moved to approve the proposal: CAS 17-309A: Change name of Criminal Justice minor to Criminal Justice Studies, seconded by Birnbaum. Motion carried with one abstention.

- b) *CAS 17-310: Change name of Criminal Justice major to Criminal Justice Studies*

Anderson moved to approve the proposal: CAS 17-310: Change name of Criminal Justice major to Criminal Justice Studies, seconded by Ealy. Motion carried with one abstention.

- 2) *Medieval Studies*

- a) *CAS 17-303: Establish an accelerated graduate degree program – Medieval Studies minor/Master of Arts in Medieval Studies*

Jana Schulman noted that the Medieval Studies minor is interdisciplinary, made up of courses from many different departments. This is an opportunity to increase enrollment in the minor. Students in an accelerated graduate degree program will be able to enter the graduate program with credits which may allow for increased ability to fund students. Kritzman noted that there was no list of courses that would qualify for the AGD program. Schulman responded that this list regularly changes since the courses are determined by participating departments. Perryman-Clark requested letters of support from the participating departments in order to ensure that sufficient 5000-level courses are offered to enable students to meet the requirements of the minor. Schulman noted that support from the cognate departments already exists in order to provide sufficient courses to support the Master of Arts in Medieval Studies. These same courses would be available to students in the AGD program. Schulman will obtain letters of support from cognate departments and provide them to the Faculty Senate with the proposal. Ealy moved to approve the proposal: CAS 17-303: Establish an accelerated graduate degree program – Medieval Studies minor/Master of Arts in Medieval Studies with a friendly amendment pending receipt of letters of support, seconded by Birnbaum. Motion carried with one abstention.

Discussion/Action Items

- 1) *Election of Council Vice Chair*

Anderson moved to approve the nomination of Ealy as council vice chair, seconded by Birnbaum. Motion carried.

- 2) *Selection of members of the Transfer of Credit Committee*

Anderson moved to approve the nominations received:

- Kimberly Doudna, College of Education and Human Development,
- Pnina Ari-Gur, College of Engineering and Applied Sciences,
- Scott Hennessy, Admissions,
- director of international admissions and services, temporarily filled by Soongmin Chow, interim director, Haenicke Institute for Global Education and
- Alice Molvern, international partnerships specialist, Haenicke Institute for Global Education (serving as an advisory member),

seconded by Kritzman. Motion carried.

- 3) *Nomination of a Member for the Honorary Degree Committee*

Ferrin asked any council member who is interested in position to contact Hillenbrand (past committee member) to learn more about the position. The council did not nominate a member to serve.

- 4) *Service Learning*

Kritzman moved to recommend that the Executive Board initiate a Memorandum of Action to approve a process for designating courses as service learning courses. Perryman-Clark seconded. Motion carried with one abstention.

Other

Chair Ferrin noted that Charge 1 is to assess the effectiveness of the work of the council. He recommended that USC consider the types of curriculum proposals that do and do not currently come to the council and determine if USC would recommend changes. Reinhold noted that there may be opportunities to bring WMU's policy on reviewing curriculum proposals more in line with State reporting requirements. Sachs noted the need for a mechanism to ensure coordination and communication with WMU Essential Studies. Reinhold recommended asking the Executive Board to develop such a mechanism.

Adjournment

The meeting was adjourned at 4:38 p.m.

Respectfully submitted,
Dianna E. Sachs