

WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE

UNDERGRADUATE STUDIES COUNCIL
Tuesday, 9 October 2018, 3 p.m.
Faculty Lounge, Bernhard Center

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

Member absent without substitution: Birnbaum

Academic Advising Liaison absent: Drummer

Guests: Marilyn Duke, Director, Academic Resource Center; Vickie Edwards, School of Public Affairs and Administration; Robert Landeros, Chair, Department of Management; Doug Lepisto, Department of Management; Julia Trowbridge, Associate Director of Admissions Operations

Procedural / Informational Items

Chair Ferrin called the meeting to order at 3:02 p.m.

Acceptance of Agenda

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

Approval of the Minutes

Kritzman moved to approve the minutes of 11 September 2018 as written, seconded by Hack. There was one abstention. Motion carried.

Chair's Comments – Bruce Ferrin

Ferrin welcomed Carrie Cumming to the council as the designee for the associate provost for enrollment management.

Following discussion at the September 11 council meeting regarding the Honorary Degree Committee, Kathryn Hillenbrand agreed to be nominated to serve on the committee. The council approved this nomination via email and her name was forwarded for consideration for re-appointment to the committee.

Ferrin has reviewed requested material submitted by the Medieval Institute and found that they have satisfied the council's concerns expressed at the September 11 meeting. Ferrin has notified the Faculty Senate staff that CAS 17-303: Establish an accelerated graduate degree program – Medieval Studies minor/Master of Arts in Medieval Studies will move forward.

Ferrin reported on the process for designating courses as Service Learning. A Memorandum of Action has been written and will be presented to the Faculty Senate Executive Board at an upcoming meeting.

Action Items – Curriculum Proposals

- 1) *Department of Management – Robert Landeros*
 - a) *HCoB 17-33A: Change name of Management Major to Leadership and Business Strategy Major*
 - b) *HCoB 17-34A: Change name of Management Minor to Leadership and Business Strategy Minor*

Kritzman moved to approve the proposals: HCoB 17-33A: Change name of Management Major to Leadership and Business Strategy Major and HCoB 17-34A: Change name of Management Minor to Leadership and Business Strategy Minor, seconded by Baldner. Motion carried with one abstention.

- 2) *School of Public Affairs and Administration – Vickie Edwards*
 - a) *CAS 17-306A: Change name of Nonprofit Leadership Minor to Minor in Nonprofit Administration*

The proposed name change is intended to clarify the purpose and content of the minor. Cumming noted that the Nonprofit Leadership Minor with Certification is being folded into this minor, so the School of Public Affairs and Administration will need to submit paperwork to delete the Nonprofit Leadership Minor with Certification. Edwards will submit this paperwork separately.

Anderson moved to approve the proposal: CAS 17-306A: Change name of Nonprofit Leadership Minor to Minor in Nonprofit Administration, seconded by Ealy. Motion carried with one abstention.

- b) *CAS 17-305: Establish a Bachelor of Science, Public and Nonprofit Administration*

Reinhold noted that the courses required for the major are made up of the courses required for the two minors offered by SPAA. There were several questions raised about the learning outcomes for the program listed in the proposal paperwork. Several council members felt these learning outcomes were vague. It was noted that the learning outcomes in specific course syllabi that were attached to the proposal were much more detailed. Ferrin suggested that the council postpone a vote on the proposal until the November meeting, and meanwhile Edwards would revise the program learning outcomes. Kritzman moved to approve the proposal: CAS 17-305: Establish a Bachelor of Science, Public and Nonprofit Administration, seconded by Hillenbrand. The motion was rejected with one abstention. Kritzman moved to postpone the proposal: CAS 17-305: Establish a Bachelor of Science, Public and Nonprofit Administration, seconded by Hillenbrand. The motion to postpone was approved with one abstention.

- c) *CAS 17-307: Establish new curriculum and minor in Public Administration*

Similar concerns existed regarding the learning outcomes for the minor, so Ferrin suggested that the council also postpone a vote on this proposal until the November meeting. Kritzman moved to postpone the proposal: CAS 17-307: Establish new curriculum and minor in Public Administration, seconded by Hack. The motion to postpone carried with one abstention.

- 3) *Transfer of Credit Committee Membership*
Anderson moved to elect Jeffrey Xie, Department of Marketing, to the Transfer of Credit Committee. Ealy seconded. Motion carried.

Other

There was no other business.

Adjournment

The meeting was adjourned at 4:20 p.m.

Respectfully submitted,
Dianna E. Sachs

Discussion/Action Items

- 1) *Undergraduate Non-Degree Policy – Julia Trowbridge*
Trowbridge presented a proposal to change the criteria by which individuals seeking admission as non-degree-seeking students are admitted. This would necessitate a change in catalog language. WMU currently requires undergraduate domestic non-degree applicants enrolled in any academic institution in the previous five years to meet the same requirements for admission as degree-seeking applicants. In an effort to simplify this process for this small group of applicants and align the policy more closely with peer institutions in the state, it is recommended to remove the need for those pursuing a non-degree application to meet the same requirements as degree-seeking students. Students would be required to only submit the application to be admitted under this student type. Additional restrictions to the number of allowed credits per term and a lifetime cap should be implemented in addition to the four-year restriction currently outlined in the catalog to prevent abuse of this policy.

Several concerns were raised by council members over ensuring that non-degree applicants are college ready and how faculty would be notified that non-degree students were enrolled in their course. Cumming noted that the proposed language does not allow any avenue for denying admission. She suggested that the language should state that non-degree-seeking students must have earned a high school diploma. Hillenbrand asked if departments would be able to restrict a course or program to prevent non-degree-seeking students from enrolling in a course or program. Cumming responded that this was not possible. Reinhold asked about the demographics of students who enroll as non-degree-seeking students. Trowbridge did not have formal data, but noted that anecdotally, with the exception of certain specific programs for blind and low-vision students and for students in an autism program, the majority of students were nontraditionally-aged students engaged in lifelong learning pursuits. Duke asked what unit would serve as academic advisor for these students. Trowbridge did not know, but said that she suspected that they would not have a formal advisor since they were not enrolled in a specific program. Ferrin requested clarification on several points, including demographics of current and likely future applicants; application standards (i.e. high school diploma); and impact on faculty teaching courses in which non-degree-seeking students are enrolled. Trowbridge will provide clarification and the council will take up this issue again in a future meeting.

- 2) *Discussion of 2018-2019 Council Charges*
Kritzman reported that the Service Learning proposals will be submitted to the Faculty Senate for a vote in the coming months.

Reinhold reported that the Faculty Senate Executive Board has put together a committee to explore developing university learning outcomes.