

**WESTERN MICHIGAN UNIVERSITY  
FACULTY SENATE EXECUTIVE BOARD  
Minutes of 27 April 2018**

**Members Present:** Osama Abudayyeh, Suzan Ayers, Carla Chase, Janet Hahn, John Jellies, C. Dennis Simpson, William Rantz, Bret Wagner

**Guest:** Richard Gershon, Faculty Senate President Elect

**Staff:** Sue Brodasky

Faculty Senate President Suzan Ayers called the meeting to order at 11:40 a.m.

Ayers expressed gratitude to the Executive Board members for their service during her presidency.

**ACTION ITEMS**

*Acceptance of the Agenda*

Two action items were added for Course Changes Affecting other Departments and Mid-American Conference Leadership Fellows, and one committee report for WMU Essential Studies Executive Advisory Committee.

A motion was made by Simpson, seconded by Rantz, to accept the agenda as amended. Motion carried.

*Approval of the Faculty Senate Executive Board Minutes – 11 April 2018*

A motion was made by Chase, seconded by Simpson, to approve the minutes as presented. With one abstention, the motion carried.

*Acceptance of the Faculty Senate Agenda – 10 May 2018*

One information item was removed for Virtual Reality and Augmented Reality Presentation and one was added for WMU Essential Studies Update.

A motion was made by Rantz, seconded by Abudayyeh, to accept the agenda as amended. Motion carried.

*Acceptance of the Faculty Senate Minutes – 5 April 2018*

A motion was made by Abudayyeh, seconded by Jellies, to accept the minutes as presented. Motion carried.

*Council Nominations*

Discussion was held regarding the remaining proposed council ballots.

A motion was made by Simpson, seconded by Rantz, to approve the nominations for the Academic and Information Technology Council as presented and pending another nomination for open seats if obtained. Motion carried.

A motion was made by Rantz, seconded by Abudayyeh, to approve the nominations for the Campus Planning and Finance Council as presented and pending another nomination for open seats if obtained. Motion carried.

A motion was made by Rantz, seconded by Simpson, to approve the nominations for the International Education Council as presented. Motion carried.

A motion was made by Chase, seconded by Wagner, to approve the nominations for the Undergraduate Studies Council as presented. Motion carried.

*Committee Appointments*

Discussion was held regarding the committee appointments.

A motion was made by Rantz, seconded by Simpson, to appoint the following to the Professional Concerns Committee for three-year terms. Motion carried.

- Rob Eversole, Arts and Sciences
- Matthew Mingus, Arts and Sciences
- Melissa Intindola, Business
- Kelly Ackerson, Health and Human Services

Jellies reported that the PCC had made recommendations for officers to the Executive Board, whereas Rob Eversole would serve as chair and John Miller would serve as vice chair.

A motion was made by Jellies, seconded by Simpson, to appoint the nominations for chair and vice chair as recommended. Motion carried.

Discussion was held regarding the Libraries Committee. Ayers and Wagner will follow up with possible membership.

A motion was made by Rantz, seconded by Chase, to reappoint Timothy Michael to the Appeals Committee for the Student Code. Motion carried.

*WMU Essential Studies Executive Advisory Committee – Charges*

Membership was discussed. It was suggested to reduce the number of charges to the immediate three to four for this coming academic year. Also, it was recommended to give the committee the list of remaining proposed charges as project items they can research. Discussion was held. Ayers was asked to synthesize the list of charges into a few pertinent items to be used to initiate the committee's work at its first official meeting.

A motion was made by Jellies, seconded by Rantz, to direct Ayers to synthesize the charges as discussed. Motion carried.

*Professional Concerns Committee Report – GPA Revision for Change of Major*

Wagner provided an overview of the proposed new process. Jellies gave some background on the proposals evolution. It was noted that Wagner will be instrumental in the presentation of the Memorandum of Action to the Faculty Senate.

A motion was made by Wagner, seconded by Jellies, for the EB to accept the report and ask liaison Jellies to advise PCC to develop an MOA. Motion carried.

*Extended University Programs Council Report – eLearning Standards*

Simpson reported that the Faculty Senate approved eLearning standards a number of years ago, which are now out of date according to technology advancements. Simpson noted that WMU is out of compliance with the Higher Learning Commission due to the current standards being out of date, and those standards cannot be adhered to because technology has surpassed them.

A motion was made by Simpson to change the report to an MOA which would include a review of the eLearning standards annually by the EUPC and to have the Executive Board act on it as soon as possible. Receiving no second the motion failed.

A motion was made by Simpson, seconded by Rantz, to receive the EUPC report. Motion carried.

It was cautioned that an MOA be dealt with by the EB over the summer. Discussion was held regarding urgency. It was noted that according to the documentation, this is a request to change process, procedures, best practices, and standards; therefore, it

may not require an MOA, but rather by receipt of the report, the standards are being brought into compliance. The staff was asked to create a comparison document of the old standards and the new standards. Staff was asked to schedule a meeting with Simpson, President Elect Gershon, EUPC chair, and AITC chair for further discussion.

#### *Course Changes Affect Other Departments*

Ayers provided details of a correspondence with Associate Provost Dave Reinhold regarding the prominent course changes. There are several change types that carry the change through to all the Banner systems, but some change types do not flow through all of Banner. There is a question that if a change is not related to the curriculum could the request be made outside of the curriculum process. In the past, changes have been required to be processed through the program change form. Discussion was held. Ayers indicated that there may be some urgency for inclusion in the fall catalog. Staff was asked to distribute Reinhold's email to provide more detail.

#### *MAC Leadership Fellows*

Ayers noted that a request for nominations had come to the EB last year and due to timing and the nomination procedures, the EB opted not to provide any nominations. Nominations are again being sought, but the EB has not created a nomination procedure. Discussion was held. According to the timeline, it appears too late to make an informed nomination on behalf of the Senate. Ayers encouraged the Executive Board to develop a process and suggested Gershon announce that nomination process to the Faculty Senate in February 2019 in order to prevent this same situation again.

A motion was made by Simpson, seconded by Gershon, to nominate Ayers. Ayers declined the nomination, so the motion failed.

#### **INFORMATION ITEMS**

WMU Essential Studies Course Review and Approval Committee – Charges and Membership

Ayers explained that this new committee would report to the WMU Essential Studies Executive Advisory Committee. She asked the EB if there were recommendations for the WMUESEAC to consider. Discussion was held.

#### **COUNCIL/COMMITTEE REPORTS**

**Academic and Information Technology Council:** Simpson distributed an email report prior to the meeting.

**Campus Planning and Finance Council:** Wagner reported that the council reviewed south neighborhood campus planning.

**Extended University Programs Council:** no report was provided.

**Graduate Studies Council:** Chase distributed an email report prior to the meeting.

**International Education Council:** Rantz confirmed that the council will meet in May.

**Research Policies Council:** Chase distributed an email report prior to the meeting.

**Libraries Committee:** Wagner noted that a chair was not elected. The library staff moved the Senate presentation to October.

**Professional Concerns Committee:** Jellies stated that the report was covered in previous discussion.

**Research and Creative Activities:** no report was provided.

**Transfer of Credit Committee:** Wagner re-affirmed the need for a new database system. Ayers reported on her communication with Associate Provost Terry Curran and his plans to begin the database replacement processes during the summer. Curran assured Ayers he would include the appropriate staff and faculty to ensure the improvements are practical and user-friendly.

**WMU Essential Studies Executive Advisory Committee:** Ayers explained that meeting topics covered budget, timeline, management of transfer credits, and the course determination PowerPoint presentation created by Elliott. She explained Hains' suggestion of the creation of course category review groups. Discussion was held. Summy and Hains presented at a meeting of the Organization of Chairs, Heads, and Directors and were surprised by how unaware others on campus are about the new curriculum. Elliott will be collecting anticipated course offerings data from the department chairs and unit directors for review and planning purposes.

#### **INFORMATION ITEMS, Cont.**

##### *President's Update – Ayers*

Ayers' comments included the following:

- A report of the Statewide Faculty Senate President's Summit that was held in Ann Arbor recently was provided.

##### *Vice President Pro tempore Update – Hahn*

Hahn's comments included the following:

- Interim Provost Meeting Update: discussion covered, Committee on the University Strategic Plan, getting faculty more involved in committees, and having strategic plan priorities become charges to Faculty Senate councils.

#### **ADJOURNMENT**

The Executive Board will meet next on 25 May 2018 from 12 to 2 p.m. in the Bernhard Center, Faculty Lounge. Faculty Senate President Suzan Ayers adjourned the meeting at 1:36 p.m.

Submitted by: Sue Brodasky, Faculty Senate Administrator