

WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE

UNDERGRADUATE STUDIES COUNCIL
Tuesday, 10 April 2018, 3 p.m.
Faculty Lounge, Bernhard Center

Members present: Ackerson, Suzan Ayers (for Carlson, Faculty Senate Executive Board), Baas (for Bischof), Birnbaum, Brown (Western Student Association), Ealy, Ferrin, Dan Jacobson (for Coons), Kritzman, Mandagere (WSA), James Muchmore (for Anderson), Dave Paul (for Baldner), Reinhold (for Interim Provost Stapleton), Sachs, Shao

Members absent without substitution: Curran, Hillenbrand

Academic Advising Liaison present: Drummer

Advisory Member absent: Martini

Guest: Rick Gershon, Faculty Senate President-Elect

Also present: Marilyn Duke, Chair, Intellectual Skills Program Advisory Committee

Procedural / Informational Items

Chair Ferrin called the meeting to order at 3:05 p.m.

Welcome and Introductions

Those in attendance were welcomed.

Acceptance of Agenda

It was noted that a curriculum proposal needed to be added to the agenda, CEAS-18-38, Create a new undergraduate certificate in Integrated Design and Manufacturing. Baas moved to accept the amended agenda, seconded by Ealy. Motion carried.

Approval of the Minutes

Kritzman moved to approve the minutes of 13 March 2018 as written, seconded by Baas. Motion carried.

Chair's Comments – Bruce Ferrin

Ferrin recognized Jane Baas for her service to the council and to WMU in recognition of her upcoming retirement.

At the April 5 Faculty Senate meeting, two items were approved by the full Senate regarding WMU Essential Studies committees. The first was an amendment to the Faculty Senate Bylaws to add a new standing committee of the Faculty Senate, WMU Essential Studies Executive Advisory Committee, to oversee the implementation, assessment and revision of WMU Essential Studies (created in MOA-17/05: Revision of WMU General Education Curriculum). The second was MOA-18/02 WMU Essential Studies Course Approval Guidelines, which includes establishment of a new standing committee for the review process, the WMU

Essential Studies Course Review and Approval Committee. These committees would report directly to the Faculty Senate Executive Board rather than reporting to USC. This change would require an amendment to the council's Role Statement.

Discussion/Action Items

1. *Visit with Faculty Senate President-Elect Rick Gershon.*
Gershon stated that WMU Essential Studies will be a major focus for the Faculty Senate next year. Cluster hires will also be a major focus for Faculty Senate next year.

Gershon responded to Ferrin's statement regarding the changing role of USC for administration/oversight of Essential Studies and stated that the reporting structures for Essential Studies are still a work in progress. He further noted that the Committee to Oversee General Education is not able to take on additional anticipated workload of approving courses for the transition to Essential Studies, so at the least, a new ad hoc committee will be needed to re-approve courses for transition. Gershon expressed concern that the Essential Studies administrative/oversight structure avoid requiring excessive layers of review. A goal for the coming year is to determine an administrative/oversight structure for Essential Studies. The purpose of today's visit is for him to gather input from USC.

Ferrin requested clarification of whether the committee to approve courses for Essential Studies would be an ad hoc committee or a permanent standing committee. Gershon responded that this had not yet been determined.

Gershon asked whether, given that USC has other responsibilities and currently general education is a small amount of USC's work, would it be beneficial for USC to give up oversight of general education/ Essential Studies? Ferrin responded that USC has responsibility for all undergraduate education, and removing all involvement in general education/ Essential Studies could create logistical problems and unnecessary duplication.

Reinhold clarified that the proposed administrative committee would be responsible for assessing Essential Studies as a whole and for communicating the purpose and learning outcomes of Essential Studies to students, while a separate committee would be responsible for reviewing and approving courses for inclusion in Essential Studies.

2. *CEAS-18-38 EDMMS-U – Department of Engineering Design, Manufacturing and Management Systems, Create a new undergraduate certificate in Integrated Design and Manufacturing*

Ealy moved to approve the proposed 16 credit-hour certificate program in Integrated Design and Manufacturing, seconded by Muchmore.

Due to the short notice, no representative from the department was able to attend and answer questions posed by the council. Baas moved to postpone approval of the proposal until a departmental representative could attend and answer questions; seconded by Brown. Motion carried.

3. *Discussion of Charge #1: Review the scope and description of the council's role statement and assess the effectiveness of the council's practices. Address any continuing or outstanding issues or initiatives as directed by the Faculty Senate Executive Board.*

Discussion was held on proposed revisions to the council's role statement. Clarification was requested on the current status of the Conceptual Framework, Knowledge Base, and Certification Committee. Discussion will resume at the May 2018 meeting.

Other

Ayers thanked council members for their service.

Adjournment

A motion to adjourn was made by Brown, seconded by Baas. The motion passed. The meeting was adjourned at 4:21 p.m.

Respectfully submitted,
Dianna E. Sachs