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**EXECUTIVE BOARD**  
**Minutes of 14 November 2025****Call to Order**

The regular meeting of the Western Michigan University Faculty Senate Executive Board was called to order at 10:32 a.m. on 14 November 2025, in Ellsworth Hall room 3201 and via Webex, by Amy Naugle, president.

**Roll Call**

**Members in Attendance:** Osama Abudayyeh, Anthony DeFulio, Kieran Fogarty, Janet Hahn, Amy Naugle, David Rudge, C. Dennis Simpson, Laura Teichert

**Members Absent:** Kimberly Buchholz, Wanda Hadley

**Parliamentarian Present:** Decker Hains

**Recording Secretary in Attendance:** Sue Brodasky, Administrator

**Quorum**

A quorum was present with eight members in attendance, of the six needed to establish quorum.

**Agenda**

President Naugle added a new business item regarding the Climate Change resolution.

It was moved by Rudge, seconded by Fogarty, to accept the agenda as amended. The motion carried.

**Minutes**

It was moved by Rudge seconded by Fogarty, to approve the 24 October 2025 minutes as provided. The motion carried.

**Reports of Officers**

President Naugle provided updates on recent meetings that included:

- Board of Trustees Meeting: student governance (WSA and GSA) had been omitted from individual meetings with the BOT. President Naugle raised it to Chief of Staff Schuermann and now all three shared governance partners will be included.
- Provost Council Meeting:
  - Interim Provost Cheatham provided an enrollment update.
  - Associate Provost Nelson presented information on the Grand Rapids campus.
  - Director of Academic Affairs Marketing Pappalardo discussed website enhancements and relationship building through in-person marketing contacts.
  - Curriculum Manager DeChano-Cook reported that there have been fewer than 400 curriculum proposals this semester.
  - Information about the purchase of protective eyewear was shared.
- Commencement: President Naugle was asked to serve as Master of Ceremonies for the winter and spring commencement ceremonies.

Vice President Simpson reported:

- The Interim Provost meeting is scheduled for next week. The Executive Board members were asked to provide topics for discussion to be sent to the Senate office.
- Vice President Simpson questioned when the Undergraduate Studies Council will be addressing charge #6 with regards to considering reducing credit hour to graduation from 122 to 120. Rudge, as liaison will take the questions back to the USC for action.

**New Business**

President Naugle introduced the 4 December Faculty Senate agenda for discussion.

It was moved by Rudge, seconded by Fogarty, to approve the agenda as presented. The motion carried.

President Naugle led discussion regarding the access of course syllabi prior to course registration. It was questioned if the topic should be referred to the Professional Concerns Committee. There appears to be

an option to include syllabi in Banner. It cannot be a requirement of faculty to enter syllabi into Banner, but rather to provide the opportunity to faculty. President Naugle will refer the question to Interim Provost Cheatham. Discussion was held.

President Naugle reported on an email received regarding cognates. It was stated that *MOA-19/01: Revision of Catalog to Define Practice for Majors, Minors, and Cognates* provides direction that cognates can be counted in both a major and minor at the same time. All were in consensus.

President Naugle reported on an email received regarding the 1 February 2024 Faculty Senate Climate Change Resolution. It was suggested that Sustainability Committee Chair Bertman be invited to the next Executive Board meeting.

### **Unfinished Business**

President Naugle reviewed the 6 November Faculty Senate meeting and commented that it went well.

DeFulio explained recent questions from the Research and Creative Scholarship Council charge #3. Vice President Seker had replied that he had established a University policy over the summer that addressed the issues. Concern was expressed that RCSC was not consulted and Vice President Seker acted unilaterally. *MOA-19/08: Creation of the Eligibility to Serve as WMU Principal Investigators on Sponsored Projects Policy* already addresses the issue and the new policy appears to be in conflict with the MOA. Discussion was held. It was suggested that VP Seker be invited to an upcoming Executive Board meeting.

### **Reports of Councils and Committees**

Hahn provided the WMU Essential Studies Course Review and Approval Committee report via email, which included:

- The committee met on 20 Oct., 3 Nov., and 10 Nov. with future meetings scheduled for 17 Nov. 17 and 24 Nov.
- Katherine Suender was elected at chair of WMU Essential Studies Course Review and Approval Committee and has implemented a process with a shared spreadsheet of courses needing review and assigning a subset of the committee to take the lead on review.
- The Committee is making very good progress on the list of courses. This is a busy time for Fall 2026 course additions and changes.

Hahn provided the WMU Essential Studies Executive Advisory Committee report, which included:

- Hahn noted the more user-friendly course approval process that allows programs to make minor changes without rejecting the proposal. This is due to the cooperation of the WMU curriculum manager DeChano-Cook and WMU Essential Studies Faculty Director Bush as well as a clarified process from Bush.
- Bush reported that the WMU Essential Studies course approval process is working better than ever before. After discussion with Luchara Wallace, he has agreed to continue in this role for the next academic year. Hahn requested he try to change his teaching schedule for fall 2026 so he can attend the first hour of the WMU Essential Studies Course Review and Approval Committee in the fall. There is a current conflict.
- Bush and colleagues are working on a comprehensive plan for WMU Essential Studies instructions and resources for instructors. He is working on new directions for assessment plans. All will be accessed on one web page.
- Bush suggested that one-time courses such as experimental courses be considered for WMU Essential Studies. There were concerns about this idea.
- WMU Essential Studies Executive Advisory Committee approved all proposals put forward.

Rudge provided the Undergraduate Studies Council report via email, which included:

- Chair Wagner and Rudge reported on developments associated with new Experiential Learning Committee to supersede Service-Learning Committee.

- DeChano provided the Transfer of Credit Committee reported about transfer credits where courses counting towards credit are accept, even when there are concerns about the credentials of the instructor. These are not courses associated with articulation agreements, but rather courses individual prospective students request count towards graduation. May be more of an issue for programs where accreditation is at stake.
- DeChano also reported that questions regarding prerequisites for courses arose involving students returning after many years and would they be required to take prerequisites. Should there be time limits on prerequisites. The concern is that a prerequisite may have changed during the past few years and as such, what was appropriate as a prerequisite previously might not be now.
- There is no proposal as of now to make First Year Experience courses WMU Essential Studies course. However, the proposal is expected but does not have a particular learning objective identified.
- Griffin-Brown provided an advising update with numbers of alerts on students and numbers of students using degree works.
- MOA for cross-listed courses policy is an attempt to solve problem of students taking two courses that are cross listed not realizing that they won't get six credits. Mostly a problem in the College of Arts & Sciences, but a campus policy is needed that is consistent, where the course consistently has the same name, description, prerequisites, and number.
- Membership of the proposed Experiential Learning Committee was discussed and approved. Charges will be defined at the next meeting

Buchholz provided the Centers and Institutes Committee report via email, which included:

- The committee worked collaboratively on a shared document to inventory centers and institutes. Members have been doing their own research on the ongoing presence/status/existence of identified centers and institutes for discussion in this meeting. There are many unknown statuses of listed centers/institutes, but the committee is trying to identify at least if they are in Faculty Senate overview or not, such as Valley Dining Center, Fetzer Center, Autism Center. Other centers/institutes do not have definite indication which area they belong to, such as Lewis Walker Institute, which does not explicitly identify where it affiliates (committee suspects CEHD). These are things CIC will investigate outside of the meeting times to bring back to next meeting.
- They created an agreed upon format of criteria to evaluate their findings. This list will be called Comprehensive List to distinguish it from other draft lists, and they will continue to flush it out.

Hains noted at the EB meeting that this committee continues to be problematic, by focusing on definitions of centers and institutes which fall under the Faculty Senate purview.

DeFulio provided the Research and Creative Scholarship Council report via email, which included:

- Subgroup leaders gave updates on progress with respect to charges, and it seems like things are moving along.
- Vice President Seeker reported that faculty are confused regarding how the travel fund works this year. It appears likely that most faculty do not understand the process for the current year, even though this process was described repeatedly in emails sent at the beginning of this academic year. It was suggested the topic be the next "Did you know?" portion of the senate snapshot for December.
- Neither RCSC chair nor the person leading the subgroup on AI-related charge were aware of the existence of the report of the ad hoc AI committee. It seems nobody realized they should read the report as a first step toward addressing the council's AI charge. It was recommended that all liaisons ensure that whoever is working on the AI-related charge has a copy of the report and uses it as the starting point for work on that charge.

## **Announcements**

DeFulio raised a concern that several councils have charges related to Artificial Intelligence, yet they are unaware of the Faculty Senate's Ad Hoc Artificial Intelligence report published in 2024. Staff was instructed to provide the report to all council members.

President Naugle noted that she had attended the security officer candidate's public presentation.

President Naugle updated the EB about the reduction in Faculty Senate staff.

**Adjournment**

President Naugle adjourned the meeting at 11:47 p.m. The Executive Board will meet next on 12 December 2025 at 10:30 a.m. in Ellsworth Hall, room 3201 and via Webex.

**Approval**

Submitted Sue Brodasky, Faculty Senate Administrator

Minutes were approved 12 December 2025.