

EXECUTIVE BOARD
Minutes of 26 September 2025

Call to Order

The regular meeting of the Western Michigan University Faculty Senate Executive Board was called to order at 10:30 a.m. on 26 September 2025, in Ellsworth Hall room 3201 and via Webex, by Amy Naugle, president.

Roll Call

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

Parliamentarian in Attendance: Decker Hains

Recording Secretary in Attendance: Sue Brodasky, Administrator

Quorum

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

Agenda

[**MOTION**] It was moved by Simpson, seconded by Rudge, to accept the agenda as presented. The motion carried.

Minutes

[**MOTION**] It was moved by Rudge, seconded by Teichert, to approve the 12 September 2025 minutes as provided. The motion carried.

Reports of Officers

President Naugle reported:

- **Barry Olsen Meeting Update:**
 - Discussion centered on Empowering Futures activities and creating stronger connections between Student Affairs and the Faculty Senate.
 - President Naugle suggested Barry Olsen be invited to attend an Executive Board meeting.
 - Plans are underway for Salesforce implementation and expansion. There are four Faculty Senate seats available on this workgroup, and suggestions were requested.
- **Tony Proudfoot Meeting Update:**
 - Concerns were raised at the President's Listening Sessions regarding the lack of direction of WMU.
 - The Experience Driven Learning committee will reconvene to align this initiative.

Vice President Simpson reported:

- **Interim Provost Cheatham Meeting Update:**
 - The emeriti have emphasized the importance of working with the Senate. It was acknowledged that an Ad Hoc committee is being formed to address this collaboration.
 - The retirement dinner will not continue. Discussion was held regarding both the dinner and the breakfast.
 - The Executive Board will ensure the dinner topic is included as a committee charge.
- A concern was expressed to Simpson that while every new University President typically reaffirms that curriculum is the responsibility of faculty, President Kavalhuna has not yet made such a statement, and it was requested that he do so.

New Business

President Naugle introduced the 2 October Faculty Senate meeting agenda. Discussion was held.

[**MOTION**] It was moved by Rudge, seconded by Simpson, to approve the agenda as amended. The motion carried.

President Naugle led a discussion regarding concern expressed at the President Listening session regarding the [WMU grading scale](#). She referenced articles in the [Western Herald](#) and questioned if it should be a charge to the Undergraduate Studies Council. It was suggested that the [Western Student Association](#) be asked about any continued concern on this issue. Discussion was held.

Unfinished Business

Discussion was held regarding the terminology and adoption of “Experience-Driven Learning” as a marketing initiative. Naugle and Rudge will be attending the Marketing and Strategic Communications committee meeting on this topic.

Hains raised a concern regarding the Centers and Institutes Committee, noting that there is an approved Memorandum of Action (MOA) to be followed. He expressed concern over committee membership and clarified expectations. Hains requested that the Executive Board verify that the committee’s role is to confirm the list of centers and institutes under the Faculty Senate’s purview, conduct annual check-ins with these entities, and verify their websites. The Executive Board agreed the committee should move forward on these items, rather than revisiting definitions. Additionally, the committee is tasked with developing a Curriculog form for applications to be designated as a center or institute, with the committee responsible for reviewing submissions. Discussion was held.

President Naugle introduced the topic of amendments to the bylaws. Discussion was held regarding terminology for removal of a council/committee officer for dereliction of

duties or failure to abide by the standard operating procedures. Hains will draft language to be reviewed at the next meeting.

Reports of Councils and Committees

Fogarty provided the Academic and Information Technology Council report via email, which included:

- President Naugle charged the council
- Fogarty conducted the election of Brian Carnell as secretary
- The council was request to review the Faculty Senate Ad Hoc Artificial Intelligence report from two years ago
- Holmes reported:
 - Phone system:
 - Transition is 65% completed
 - Outside Fund-11 users will receive a billing statement for usage
 - All Fax machines will be replaced with E-fax software by Feb. 2026
 - Class room technology:
 - 51 classrooms will be updated by Summer II 2026
 - The project budget is \$2.2 million
 - DNS/IP network updates: RFPs have been distributed
 - The WMU compliance process for approved software, will be overhauled
 - WMU security verification will be updated to a 3-digit number to allow access
 - [Cybersecurity Summit](#) is scheduled for 9 Oct.at the Student Center

Due to not having a liaison no report was provide for the WMU Essential Studies Course Review and Approval Committee.

Abudayyeh provided the Campus Planning and Finance Council report via email, which included:

- President Naugle charged the council
- Scarff reported:

- state appropriation is still pending
- The Board of Trustees approved WMU's budget with a 1% increase; however, it is highly unlikely that the state will provide such an increase.
- A flat budget should be anticipated
- Enrollment is down 1.6%, which is slightly better than the budgeted 1.7% decline
- Nelson provided a similar report, noting that WMUx has been eliminated, with its resources and personnel reassigned to other campus units
- Spoelstra reported that the Master Plan has been released and includes multiple sustainability-related projects
- Heasley reported that the committee now consists of eleven members: six faculty, three staff, and two students
- Guth reviewed the charges in order to plan actions for each item
- Vanderveen discussed the pedestrian green space project, noting that the intersection is scheduled to open on 3 Oct.

Simpson provided the Professional Concerns Committee report via email, which included:

- President Naugle charged the committee
- PCC officers were elected:
 - Chair – Kahwaji
 - Vice Chair – Zufelt
 - Secretary – Tripplett
- McConnell reported:
 - There is a significant increase in appeals regarding grades, hardship, and academic or program dismissal. He noted that there are now sufficient volunteer faculty members to ensure all appeals can be heard in a timely manner.
 - The Provost approved the Memorandum of Action (MOA) changing the name of the Grade Appeals and Program Dismissal Committee

(GAPDAC) to the Academic Appeals Review Committee (AARC). This change has been reflected in all electronic and print materials at WMU.

- A discussion was requested for the October PCC meeting to modify all MOAs related to appeals to include a deadline for students to submit required materials. The concern was raised because some students have filed appeals but delayed submitting supporting documentation for a year or more. Currently, MOAs do not establish such deadlines.
- Chair Kahwaji appointed Zufelt and Erskine to a joint subcommittee with two members of the Academic and Information Technology Council (AIRC) to explore and recommend syllabus statements related to artificial intelligence. Zufelt will serve as co-chair along with an AIRC-appointed co-chair. The appointments were made in consultation with Cataldo, AIRC Chair. The subcommittee will report recommendations to both PCC and AIRC in time for submission to the Senate Executive Board during this academic year.

Hadley provided the International Education Council report via email, which included:

- President Naugle charged the council.
- Chair Dennis reported:
 - Discussion regarding the charges.
 - This academic year the council will invite deans and associate deans to discuss projects and programs supporting IEC initiatives.
- Metro-Roland reported:
 - [International Education Week](#) is scheduled for November 3 through 7.
 - Also, the [You Are Welcome Here](#) campaign is currently active.
 - The new Associate Vice President of the Haenicke Institute for Global Education will be developing a new International Travel Policy.
- Milostan reported that approximately 1,100 international students are currently on campus.
- The Graduate Student Association representative reported that students have expressed concerns and questions regarding health insurance coverage,

specifically medical benefits, and also requesting that housing information be linked directly to the WMU website.

Naugle did not provided the Unaffiliated Units Curriculum Committee report due to the meeting being canceled.

Teichert provided the Graduate Studies Council report via email, which included:

- The Vice Chair election was postponed to the next meeting.
- President Naugle charged the council.
- Robertson (substitute for Christine Byrd-Jacobs) reported:
 - Welcome events and meet-up events schedules
 - The Graduate Research Grant and Travel Grant, will accept applications until 5 p.m. on 7 Oct.
- Graduate Student Association reported:
 - Updates on recent social/welcome events
 - GSA members approved a new constitution at first meeting
 - Shared key findings from survey: social connection and essential needs were top needs.
 - The Montgomery Essential Needs drive will collect canned foods, personal care items, and regalia the week of 6 to 10 Oct.
 - The Three-Minute Thesis competition submissions accepted until 17 Oct.
- Planned for 2025-26 Charges

Announcements

1. Simpson announced that WARF is sponsoring a retiree healthcare seminar today at 2 p.m. in CHHS.
2. President Naugle announced an email had been received from Lisa DeChano-Cook, Curriculum Manager that raised concerns about the College of Aviation's non-compliance regarding publication of the college curriculum committee agenda. It was suggested that the issue be directed to the provost.

3. AAUP coffee environment was reported as positive. President Naugle and Vice President Simpson will be meeting with AAUP leadership soon. Discussion was held.

Adjournment

President Naugle adjourned the meeting at 11:34 p.m. The Executive Board will meet next on 10 October 2025 at 10:30 a.m. in Ellsworth Hall, room 3201 and via Webex.

Approval

Submitted Sue Brodasky, Faculty Senate Administrator

Minutes were approved 10 October 2025.