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WMU Board of Trustees Formal Session December 12, 2019

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Thursday, December 12, 2019

Closed Informal Session – 9:00 AM

Formal Session – 11:00 AM, Bernhard Center, Rooms 157-159

1. Acceptance of the Agenda – Bolger
2. Approval of the Minutes (November 6, 2019 Meeting) – Bolger
3. Remarks by the Chair – Bolger
4. Remarks by the President – Montgomery
5. Comments by the Faculty Senate President – Gershon
6. Comments by the Western Student Association Vice President – West
7. Comments by the Graduate Student Association President – Morris
8. Compliance Action Update – Craig
9. STEP: Mentoring, Connecting, and Engineering Student Success – Bott
10. Public Comments Regarding Action Items – Schuemann

Action Items – Bolger
11. Honorary Degree Policy – Kitchens
12. Presidential Compensation and Assessment Committee Charter – Rinvelt
14. Consent Items – Bolger
   A. Curriculum Proposal
   B. Personnel Report
   C. One Day Liquor License Applications
      (1) Homecoming TBD 2020, Lot #1 (2) Medieval Congress, May 7-8, 2020, Valley Dining
   D. Annuity and Life Income Funds Performance Report
   E. Operating Cash Investment Performance Report
15. General Public Comments – Schuemann

Supplemental and supporting agenda materials can be viewed at: http://www.wmich.edu/trustees
Proposed Meeting Minutes

November 6, 2019

The Board of Trustees (BOT) Formal Session was called to order by Chair Bolger at 11:11AM on Wednesday, November 6, 2019. The meeting was held in the Heritage Hall Ballroom. Presiding were Chair Bolger, Vice Chair Chen-Zhang, and Trustees Behen, Edgerton, Johnston, Kitchens, and Rinvelt. Trustee Penn participated over the phone.

A motion to accept the November 6, 2019 BOT agenda was made by Trustee Kitchens, with a second from Vice Chair Chen-Zhang. The motion passed unanimously.

A motion to accept the minutes as exhibited from the September 11, 2019 BOT meeting was made by Trustee Rinvelt, with a second by Trustee Edgerton. The motion passed unanimously.

Remarks were provided by Chair Bolger – Attachment A followed by remarks from President Montgomery – Attachment B.

Faculty Senate President R. Gershon, Western Student Association (WSA) President L. Smith, and Graduate Student Association (GSA) President C. Morris provided comments regarding their respective areas and their ongoing activities and initiatives relating to shared governance, promoting student involvement, and academic enrichment. See Attachment C for remarks by Faculty Senate President R. Gershon.

There was no indicated public interest in providing commentary regarding any Action Item.

As Action Items, Vice President for Business and Finance J. Van Der Kley advocated for Amendment of Documents for Asylum Lake Preserve. A motion to accept the Amendment of Documents for Asylum Lake Preserve was made by Trustee Kitchens with a second by Trustee Rinvelt. The motion passed unanimously.

Vice President for Student Affairs D. Anderson next proposed WMU Apartment Rates 2020/2021. A motion to accept the WMU Apartment Rates 2020/2021 was made by Trustee Rinvelt with a second by Vice Chair Chen-Zhang. The motion passed unanimously.

The next agenda item regarding Residency Policy for Admissions and/or Tuition and Fees was recommended by Vice President for Business and Finance J. Van Der Kley. A motion to accept the Residency Policy for Admissions and/or Tuition and Fees Purposes was made by Trustee Kitchens, with a second by Trustee Behen, and passed unanimously.
Vice President for Business and Finance J. Van Der Kley next advocated for the Graduate Tuition Rates Strategy. A motion to accept the Graduate Tuition Rates Strategy was made by Trustee Rinvelt with a second by Vice Chair Chen-Zhang. The motion passed unanimously.

A motion to approve the Consent Items was made by Trustee Johnston, with a second from Trustee Rinvelt. The BOT unanimously approved the following Consent Items as exhibited: Curriculum Proposals; Personnel Report; Research and Innovation Quarterly Report; and the WMU Audit Report.

There was no indicated public interest in providing commentary during General Public Comments.

The BOT meeting ended at 12:38PM following a motion to adjourn by Trustee Edgerton, a second by Trustee Rinvelt, and unanimous approval.

Respectfully submitted,

Kahler B. Schuemann
Secretary to the Board of Trustees
Western Michigan University
Board of Trustees Remarks
Chairman Jim Bolger
November 6, 2019

- We had a wonderful homecoming celebration a few weeks ago. First, it was great because of the honor President Montgomery received with his induction into the American Academy of Arts and Sciences. Ed, congratulations and we are very proud of you.

- Second, our Night of Excellent was an outstanding event. We were blessed to have 350 of our alumni, guests and faculty in attendance—what an impressive group of talented individuals! My congratulations to Vice President DeVries and Provost Bott for their great job emceeing the Night of Excellence. And the Board would like to thank the entire Development & Alumni Relations team for organizing such an exceptional evening.

- Third, it was great to have some many of our alumni back on campus enjoying themselves with a great Bronco win.
- Thank you all for making this homecoming weekend such a success.
- Since the Board’s late meeting the state budget has been approved. Our state appropriation for this academic year was a little over $112,000,000 (a 1% increase over our 2019 Academic year appropriation).

This state appropriation represents a little over 26% of our total general fund budget. Though the state budget was late in our budgeting process, based on the outstanding abilities of President Montgomery, Vice President Jan Van Der Kley and the entire senior leadership team, we are moving forward with a very austere but functional budget for this academic year.

Additionally, the new budgeting model that President Montgomery and his team are implementing is a very important tool that we will be utilizing for our future fiscal health.
Your Board realizes that with the decades long pattern of state reductions in higher education, Western like all other of our state’s public universities, is relying more and more on our fundraising capabilities and our future enrollments, through our ability to market ourselves to the young adults that we would like to see join our Bronco family. Two examples of how we are attempting to address our fiscal concerns are; our soon-to-be launched Comprehensive Campaign and the Think Big initiative.

As you are aware, the entire University and our community partners have been engaged in the development of the Think Big initiative. We are very excited about the positive impact this holistic University program can have on our students’ academic and career goals. I would like to extend the Board’s appreciation to Vice Presidents Proudfoot and Anderson and Provost Bott for their leadership on the Think Big initiative.

We know that this program has the potential for transforming our academic approach towards successfully preparing our students for their chosen careers. We believe that in the years to come this innovated learning style will greatly benefit our students as well as elevating Western in the higher education environment.

Evaluations of President Montgomery, Board Secretary Schuemann and our entire senior leadership team have been conducted. While each member is making outstanding contributions to advancing the goals for Western, it is vitally important that, from our first-year students through members of your Board of Trustees, we must all continue to strive for excellence in order that we may positively contribute towards achieving Western’s academic mission.

And finally, the Board is especially pleased to offer our congratulations to our fellow Trustee Lynn Chen-Zhang, who was honored with the Women of Achievement and Courage Award from Michigan Women Forward. Outstanding accomplishment, Lynn.
Thank you, Chairman Bolger and welcome, everyone.

- **Giving Day** was a tremendous success. On Oct. 9 we raised more than $1.5 million, thanks to the generosity of nearly 2,200 WMU supporters who gave nearly 850 gifts to programs across our campus. Thanks to all who contributed. Congratulations to Vice President DeVries and every member of her team for an outstanding effort.

- I hope that you have all seen the **autonomous vehicles** that are being tested on our campus right now and are looking forward to today’s presentations about the project. Just a couple of weeks ago we hosted visitors, including our state’s Lieutenant Governor, who were here to learn about the project and its potential for accessible transportation.

- As Chair Bolger noted, we heard an update on our **Think Big** initiative during the informal session. We just wrapped up a series of campus-wide meetings last week; during these meetings we shared the results of our community input process and the results of the market research about our University’s competitive position.

What emerged was a set of core ideas upon which we are building a forward-looking strategy that firmly I believe will set us apart and on a path toward making us a first-choice university for a diverse range of students. Look for more to come on this initiative in the future.

- Since our last meeting we shared the results of the Employee Engagement surveys during a series of town hall events for faculty and staff. We heard a lot of feedback from those sessions and all of our cabinet members have been working together to better understand the concerns that were shared. We’ve been seriously examining how we can better collaborate and address the concerns that were raised.

As I said during the feedback sessions with faculty and staff—and I will keep saying—your leadership team will continue to work on this topic; the more we can strengthen and better engage our workforce, the more they can pass it onto the students. In response, the cabinet has formed three teams: Communication, Leadership and Collaboration and we are moving forward with strategies in those three areas.

- I’d like to welcome **Kara Wood**, who has joined us since our last meeting as the new associate vice president for community partnerships. Ms. Wood is an alumna who earned her master’s degree in public administration at WMU, and returned to her alma mater from Grand Rapids,
where she was the city’s managing director of economic development services. She has joined our governmental relations team in a cabinet-level role charged with advancing corporate engagement in such areas as research, economic development and talent development.

Points of Pride

- WMU is one of 20 universities joining a three-year institutional change effort funded by the NSF to develop inclusive faculty recruitment, hiring and retention practices. The Association of Public and Land-grant Universities co-leads the effort, known as Aspire: The National Alliance for Inclusive & Diverse STEM Faculty. It is aimed at ensuring all STEM faculty use inclusive teaching practices and that institutions increase the diversity of their STEM faculty.

- Just a few nights ago I had the honor of attending the College of Aviation’s annual Recognition Dinner. This year marks the college’s 80th anniversary. You’ve heard me talk about the accomplishments of the Aviation graduates and about the importance of constructing our new facility at the W.K. Kellogg Airport in Battle Creek, and this event reminded me of the excellence we have in the programs and the people at that site.

- I’d like to once again congratulate the Hall of Honor inductees, Daniel Van Dyke, an alumnus who was recognized posthumously, and Mr. Virgil Williams, as well as Excellence in Diversity award winner Gregory Sumner.

- It’s not just the Aviation alumni who are being recognized for their excellence. The Sky Broncos, the precision flight team, represented the university well, with big wins at the National Intercollegiate Flying Association regional competition, held last month in Columbus.

The team won first place in flight events and ground events and qualified for the 2020 National Intercollegiate Flying Association’s national conference in Oshkosh, Wisconsin. This is the SEVENTH consecutive regional championship for the 16-member team, coached by Aviation Faculty Specialist II Ryan Seiler.

- I also want to congratulate the Human Resource Management students from the Haworth College of Business. They sent two teams to the Michigan Society of Human Resource Management Competition and brought home a second-place finish. Great job!

- WMU Senior Hayley Midea (Med-EE-uh) won the Maggie Allesee (Uh-Lee-See) Choreography Award during the Michigan Dance Festival last month at Oakland University. Additionally, Seyong Kim, WMU assistant professor of dance, was one of the eight finalists in the competition.

This is the second year in a row that a WMU student has won the Allesee competition. Last year’s winner was Alyssa Brutlag, who graduated in April and is now pursuing a career as a choreographer from Seattle.
Poetry doctoral student Sara Olivares has won the CantoMundo Poetry Prize. CantoMundo is an American literary organization that supports Latinx poets and poetry. Sara has a big year coming up in 2020. She will receive her Ph.D. in literature and poetry in the spring and will also see her a book of her poetry published by the University of Arkansas Press in the fall.

Several alums have also recently won poetry awards and will see their works published as a result. Dr. Illiana Rocha, who earned her Ph.D. with us earlier this year has one the 2019 Berkshire Prize; 2016 graduate, Dr. Ephraim Sommers, submitted the winning entry in the Jacar Press Full-Length poetry collection competition; and Dr. Samantha Deal, a 2018 Ph.D. graduate, was a runner-up for the Hudson Prize.

I’d like to recognize a couple of outstanding faculty members. First, Dr. Wanda Hadley, associate professor of Educational Leadership in Higher Education in the College of Education and Human Development, who recently took part in a panel discussion at the 2019 Symposium on Learning Disabilities in Mt. Dora, Florida.

Separately, the Michigan Council of Teachers of English has named Dr. Jonathan Bush as the 2019 Charles Carpenter Fries (FREEZE) Award winner. Dr. Bush, a professor of English, received the award at the Council’s Fall Conference from two WMU alumnae: Dr. Kristin Sovis, an English professor at CMU and Dr. Amanda Stearns-Pfeiffer, an English professor at Oakland University.

The Michigan Council of Teachers of English also named one of our alumnae as the 2019 Middle School English Teacher of the Year. Stephanie Hampton, a teacher at Maple Street Magnet School, is a Kalamazoo native and was in the first graduating class of Kalamazoo Promise students. She earned both her bachelor’s and master’s degrees at WMU.

Additionally, another WMU graduate has been named Michigan Teacher of the Year by the Michigan Department of Education. Congratulations to this year’s winner, Cara Lougheed, (LAW-heed) an English and history teacher at Stoney Creek High School in Rochester Hills. Congratulations to all.

One final mention of an outstanding alumna from the School of Social work. Bella Hounakey, who earned her BA and MSW at Western, and was also a Seita Scholar, has been appointed by the White House as a member of the United States Advisory Council on Human Trafficking.
ATTACHMENT C

REMARKS TO WMU BOARD OF TRUSTEES
November 6, 2019
Richard A. Gershon

*See Attached Slide Deck
Western Michigan University
Board of Trustees
November 6, 2019

Richard A. Gershon, President
Western Michigan University Faculty Senate

Faculty Senate Executive Board

Marilyn Kritzman, Vice President
Osama Abudayyeh, Director
Decker Hains, Director
John Jellies, Director
William Rantz, Director
C. Dennis Simpson, Director
Sarah Summy, Director
A Memorandum of Action (MOA) is an approved recommendation from the Faculty Senate typically involving curriculum or policy initiatives that are forwarded to the WMU administration for final approval.

If the administration approves an MOA, it becomes University policy.

During the 2018-19, the Faculty Senate formalized and the administration approved four MOAs.

Thus far during 2019-20, three MOAs have been created and approved with an anticipated 12 more to be drafted.
Memoranda of Action

The following MOAs have been signed and returned by the Administration:

- 18/05: Creation of Undergraduate GPA Revision Policy
- 18/06: Honors Upon Graduation
- 19/01: Revision of Undergraduate Catalog to Define Practice for Majors, Minors, and Cognates

MOA’s I Have Known
By Rick Gershon
MOA-18/05: Creation of Undergraduate GPA Revision Policy

On Thursday, December 6, 2018, the Faculty Senate approved MOA-18/05, which is intended to give WMU undergraduate students a second chance with respect to changing majors to another department or college. This policy initiative is about second chances and long-term student success at Western Michigan University.

GPA Revision Features:
- A student can change majors to another department with an expectation that up to three courses may be removed from the student's GPA calculation.

MOA-18/06: Honors Upon Graduation

A WMU degree can be earned by taking at least 30 credit hours of WMU coursework. In the past, in order to be considered for honors designation, a student had to have completed 50 credit hours of WMU coursework. MOA-18/06 provides an opportunity for honors designation for those students with a minimum of 30 credit hours of WMU coursework.
MOA-19/01: Revision of Undergraduate Catalog to Define Practice for Majors, Minors, and Cognates

What is the difference between a major, minor and a cognate?

In order to ensure consistency in terms of WMU’s graduation requirements, two clarifications are needed; one to establish procedures for majors not requiring a minor and the second to clearly state what courses may be shared between majors and/or minors.

A program major requires a minimum of 24 hours of coursework as well as a declared minor to graduate.

However, some majors do not require a minor. Therefore, is it being proposed that all majors require a minor, unless the lack of a minor has been approved through the curriculum process.
Upcoming Memoranda of Action

Below are just a few of the MOAs currently under development:

- 19/04: Creation of Student Attendance Expectation Policy
- 19/12: Revision to Graduate Catalog to Redefine Full-time Graduate Student Status for Loan Deferment and Insurance Eligibility
- 19/06: Creation of Final Exam Schedule Policy
MOA-19/04: Creation of Student Attendance Expectation Policy

WMU does not currently have an attendance policy. Attendance policy is primarily determined by the individual faculty member. That said, there are occasions where a student will be absent from a scheduled course for reasons beyond their control, such as bereavement, illness, or short-term military obligations.

Therefore, MOA-19/04 is being developed to provide guidance about what might be considered “regular absence from class situations” so that students and faculty understand clearly how to best navigate absence-related issues in the classroom.
MOA-19/12: Revision to Graduate Catalog to redefine Full-time Graduate Student Status for Loan Deferment and Insurance Eligibility

There are occasions when graduate students only need to take one credit hour of classwork in their remaining one or two semesters as they complete their final graduate program requirements (i.e., they may be working on a Masters thesis, research project etc.).

At the same time, the said graduate student may be required to start repaying loans unless he/she is enrolled full-time. MOA-19/12 proposes to clarify a full-time exception involving one credit hour being recognized as full-time for financial aid or loan eligibility purposes.

This comes under the heading of helping graduate students finish up without having to contend with an immediate financial burden.
MOA-19/06: Creation of Final Exam Schedule Policy

What is the maximum number of exams that a student should have to take in a single day during final exam week?

This MOA is about student success in the classroom. It was found that the original Final Exam Policy ceased to exist after 2005. Therefore MOA-19/06 is being drafted to create a new policy that is in line with peer institutions.

If a student is assigned three or more exams on any single day of final exam week, the student is allowed to arrange with their instructor(s) to reschedule one or more exams so the student will have no more than two exams scheduled on any single day of final exam week.
Thank you.
PROPOSAL:Honorary Degree Policy Revisions

Background

An honorary degree is recognized as one of education’s most significant accolades. Western Michigan University (WMU) intends to award honorary degrees on a selective basis to exemplary individuals who merit distinguished recognition for genuine achievement and contribution within a field or activity that aligns with WMU’s mission. Only the Board of Trustees may authorize an honorary degree. The Board’s authority is codified in Section 2 E of the WMU Board of Trustees Bylaws.

In 1944, WMU President, Paul V. Sangren awarded the first honorary degree at WMU. Revisions to the policy were adopted in 1975 and 2015. An effort evolved throughout the 2019 Summer and Fall Semesters to again revise the existing Honorary Degree Policy. The secretary to the Board of Trustees collaborated with the Faculty Senate president and executive board with input from other executive leaders to better align intent with process. The result is the development of dual pathways for vetting nominations through either a scholastic or service lens with defined structures for broadening representation on the review committees.

Recommended Action

It is recommended the Board of Trustees approve the Honorary Degree Policy Revisions.
Honorary Degree Policy

Statement of Policy  An honorary degree is recognized as one of education’s most significant accolades. Western Michigan University (WMU) intends to award honorary degrees on a selective basis to exemplary individuals who merit distinguished recognition for genuine achievement and contribution within a field or activity that aligns with WMU’s mission. Only the Board of Trustees may authorize an honorary degree. The Board’s authority is codified in Section 2 E of the WMU Board of Trustees Bylaws.

Summary of Contents/Major Changes:  Renovation of the Honorary Degree Policy to better align intent with process. Development of dual pathways for vetting nominations through either a scholastic or service lens.

Responsible Office and Responsible Enforcement Official:  Board of Trustees Office and Secretary to the Board of Trustees

Classification:

- X  Board of Trustees Policy
- □  Board-delegated Policy

Categories:

Powers and Limitations of the Board
1. **Purpose of Policy**
   To recognize persons of exceptional scholarly, artistic, professional, or humanitarian achievement who exemplify the mission of Western Michigan University and whose career or lifetime accomplishments serve as models of University ideals and aspirations for its students, faculty, staff and alumni.

2. **Stakeholders Most Impacted by the Policy**
   Individuals seeking or awarding an Honorary Degree

3. **Key Definitions**

   3.1. **The Honorary Degree Scholastic Committee**: seven board-appointed faculty, chosen by the President upon recommendation of the Provost and Vice President for Academic Affairs

   3.2. **The Honorary Degree Service Committee**: five voting members, including a member of the Western Michigan University Board of Trustees, the Vice President for Advancement, President of the Faculty Senate, President of the Graduate Student Association, and President of the Alumni Association. The Secretary to the Board of Trustees will serve as a non-voting Chair.

4. **CRITERIA FOR SELECTION AND DEGREES CONFERRED**

   4.1. The honorary degree is reserved for individuals whose scholarly, artistic, professional, or humanitarian achievement is exceptional, which achievement is expected to result in a significant and lasting contribution to society. Nominees need not be alumni, however, alumni and others with a momentous connection to the University shall be given special consideration. Honorary degree recipients should represent the full range and diversity of the Western Michigan University community and should not be limited to specific disciplines or professions.

   4.2. To avoid potential conflicts of interest and uphold the distinguished nature of an honorary degree, the highest recognition WMU may bestow, nominees must meet the expectations set forth below.

   4.3. Current WMU employees, current WMU Board of Trustees members, and current elected or appointed public officials of the State of Michigan are ineligible for consideration, except under extraordinary circumstances as determined by – and at the direction of – the Board of Trustees.

4.4. **Honorary Degrees Conferred**

   The following represents the different categories of honorary degrees that may be conferred:

   4.4.1. Doctor of Humane Letters, honoris causa (L.H.D.), given to persons with outstanding achievement in the humanities
4.4.2. Doctor of Science, honoris causa (Sc.D.), given to persons with outstanding contributions to and service in the sciences

4.4.3. Doctor of Letters, honoris causa (Litt.D.), given to outstanding scholars in specific disciplines, exclusive of the sciences and humanities

4.4.4. Doctor of Laws, honoris causa (L.L.D.), given to persons with outstanding service to humankind at large, to learning, and/or institutions benefiting the public

4.5. NOMINATION GUIDELINES

4.5.1. Nominations and the review process are routed through one of two distinct pathways depending upon the type of honorary degree being conferred.

4.5.1.1. Nominations with connection to the Doctor of Humane Letters, Doctor of Science, or Doctor of Letters will be routed through the Honorary Degree Scholastic Committee.

4.5.1.2. Nominations affiliated with Doctor of Laws will be channeled through the Honorary Degree Service Committee.

4.5.2. The Honorary Degree Scholastic Committee

4.5.2.1. The Provost and Vice President for Academic Affairs will solicit recommendations for participation on the Honorary Degree Scholastic Committee from the Faculty Senate and other academic units on campus.

4.5.2.2. Committee members should demonstrate scholarly achievement in their chosen field as well as reflecting one of the three pillars of Western Michigan University and its core mission: leaner-centered, discovery-driven and globally-engaged.

4.5.2.3. The President of the Faculty Senate and the Dean of the Graduate College or their designee will also serve on the Honorary Degree Committee.

4.5.2.4. Appointments of the faculty members on the committee will be for a three-year term and will be rotated yearly to provide continuity as well as turnover of faculty representation. The chair of the Honorary Degree Scholastic Committee will be rotated annually by election of the committee and no member will serve in that role more than twice.

4.5.3. The Honorary Degree Service Committee

4.5.3.1. The Secretary to the Board of Trustees will convene the Honorary Degree Service Committee as necessary to review nominations pertaining to the Doctor of Laws degree.
4.5.4. Application Process and Procedure

4.4.4.1. Nominations will be solicited annually by the Honorary Degree Scholastic Committee Chair in collaboration with the Secretary to the Board of Trustees. A call for nominations will be announced to the University community at the start of the academic year in September. The call will be issued via the Office of the Vice President for Academic Affairs, the Faculty Senate Office, the Advancement Office, as well as being posted on the WMU home page.

4.4.4.2. The Secretary to the Board of Trustees will route all nominations to the appropriate committee. The committees will review all nominations received and will make recommendations to the President.

4.4.4.3. Nominations for honorary degree award consideration may be submitted by any member of the WMU faculty, administration, professional staff, student, or alumni. Complete nominations must include the following:

A description (e.g. dossier, portfolio, resume) of the nominee's degrees, accomplishments, appointments, intellectual and creative abilities and contributions, honors, previous honorary degrees and other pertinent information.

A minimum of three letters of nomination, at least one of which must be from a WMU administrator, faculty, staff member, student, or alumni. The letters should describe, in detail, the accomplishments of the candidate, how these accomplishments exemplify the mission of the University and how the candidate's achievements serve as a model of University ideals and aspirations for its students, faculty, staff and alumni.

4.4.4.4. The two committees will meet as needed to review the nominations and will inform the President of the names of candidates under consideration. Scholastic nominations deemed by the committee to warrant further consideration will be forwarded to the Chair(s) or Director(s) of the department(s) or program(s) most closely related to the discipline of the candidate, together with the Dean(s) of the appropriate college(s).

4.4.4.5. Both the Chair(s) or Director(s) and the Dean(s) will review the scholastic nomination(s) and provide a written recommendation to the committee regarding whether the scholarly, artistic or professional achievements of the candidate are sufficient to confer an honorary degree.

4.4.5. Committee Review Process

4.4.5.1. Both committees will thoroughly vet all nominations and provide one of three summary evaluations for each nomination:

(A) Recommend proposed candidate to receive an honorary degree.
(B) Do not recommend proposed candidate to receive an honorary degree.

(C) Do not recommend candidate to receive an honorary degree in the current year, but do recommend retaining nomination for future consideration.

4.4.5.2. All deliberations and recommendations of both committees will be kept strictly confidential.

4.4.5.3. If the review is not favorable, the affiliated committee Chair will notify the nominator of the decision.

4.4.5.4. Affirmative recommendations will be forwarded to the President through written evaluation together with any input from the affiliated committee, nominators, academic Chair/Director, Dean of the appropriate college, and others. If the President further recommends the nomination, it will go forward to the Board of Trustees for approval as an action item at a Board Meeting.

4.4.5.5. If a candidate is selected for an honorary degree, both the nominee and the nominator will be informed by the President that the Board of Trustees has approved the nomination. Honorary degrees will be conferred within one year of the candidate's selection. Honorary degrees may be awarded in conjunction with commencement ceremonies or conducted at other times throughout the academic year to best engage students, faculty, staff, and other university stakeholders.

4.5. Communication
The Secretary to the Board of Trustees will communicate and implement this Policy. It will be posted on the University’s Policy web page.

4.6. Exceptions
Exceptions to the honorary degree policy will only occur under extraordinary circumstance and at the direction of the Board of Trustees.

5. Accountability
The Secretary to the Board of Trustees is responsible for maintaining accountability throughout the honorary degree selection process with oversight from the Board of Trustees.

Honorary degrees will only be awarded if they meet the requirements of this Policy.

6. Additional Information
N/A

7. Applicable Procedures and Guidelines
Addressed in Section 4.5.4, above
8. FAQs

Whom should I contact if I have questions about this policy?
Answer: The Secretary to the Board of Trustees

Related Policies: N/A

References: N/A

History:
   a. Effective date of current version: December 12, 2019
   b. Date first adopted: May 16, 1975
   c. Revision history: N/A
   d. Proposed date of next review: December 12, 2022

Certified by:
Responsible Enforcement Official

/s/________________________________  /s/________________________________
[Position/Title]                      [Title]
[Date]                                [Date]
PROPOSAL:  Presidential Compensation and Assessment Committee Charter

Background

The Western Michigan University Board of Trustees intends to formalize the annual assessment of the President’s leadership performance. The Presidential Compensation and Assessment Committee Charter (PCAC) will be an advisory body only and make recommendation to the full Board which will retain all authority over the terms and conditions of the president’s employment.

The PCAC will be charged with (1) assessing the president’s performance (2) developing procedures for periodically assessing presidential function and performance, and (3) to assist in determining the president’s compensation.

PCAC will be composed by a subset of the Board consisting of the Board Chair, the Board Vice Chair, the immediate past Chair of the Board, if available to serve, and one other at large Board member appointed by the Board Chair.

Recommend Action

It is recommended the Board approve the Presidential Compensation and Assessment Committee Charter.
Western Michigan University
Presidential Compensation and Assessment Committee Charter

Purpose and Scope of Responsibility

To assist the Western Michigan University (WMU) Board of Trustees in (1) fulfilling its obligations to assess the president’s performance, (2) to develop procedures for periodically assessing the performance and functioning of the president and, (3) to assist in determining the president’s compensation.

Authority and Composition

The Presidential Compensation and Assessment Committee Charter (PCAC) is a standing committee of the Board. It is authorized to provide input, advice, and recommendations to the full Board of Trustees regarding the president’s performance and appropriate compensation. The PCAC shall provide an annual assessment of the president’s performance. The PCAC shall develop a process for conducting annual reviews and share that process with the president in advance of conducting the reviews. The annual review shall be conducted by a subset of the Board consisting of the Board Chair, the Board Vice Chair, the immediate past Chair of the Board, if available to serve, and one other at large Board member appointed by the Board Chair. In the event any defined member of the PCAC is unable to serve, a substitute Board member shall be appointed by the Chair of the Board. The annual assessment and review shall include a self-assessment and review by the president, development of metrics, goals, and objectives, and obtaining appropriate input from campus and community stakeholders. The PCAC shall be an advisory body only and make recommendation to the full Board. The full Board shall retain all authority over the terms and conditions of the president’s employment.

Meetings

The committee will meet as needed but will convene in person or by remote technology at least once per fiscal year, with authority to convene additional meetings as circumstances require. The committee may invite University faculty, staff, students, or others to attend meetings and provide pertinent information as necessary.

Presidential Compensation and Assessment Committee Charter

Approved by the WMU Board of Trustees on __________, 2019
Revision History: N/A
PROPOSAL: Presidential Compensation and Contract

Background

The Western Michigan University (WMU) Board of Trustees are vested with the authority to govern the University by the Constitution of the State of Michigan. This fiduciary oversight includes the structurally important task of assessing the president’s performance. The Board has committed to an annual review process to include periodic input from stakeholders. Through WMU’s mission and vision the president is charged with inspiring organizational achievement. Assessing presidential leadership performance and evaluating data points relevant to institutional success is critical to University operation and further aligns unified leadership success. Focused annual review demonstrates organizational health in a dynamic and ever evolving environment.

The Board of Trustees is unified in their acknowledgement of President Edward Montgomery’s exemplary leadership of WMU. Accolades include: demonstrated connectivity and collaboration with students, faculty, staff, alumni, community members, legislators, business and educational leaders; stabilized financial ratings for the University; transformative strategy Think Big to unify stakeholders; giving voice to experience through the Staff Engagement Survey and encouraging executive leadership connectivity with the campus community; fiscal responsibility and accountability with a implementation of a strategic resource management (SRM) budgeting model and ten-year budget forecast based on enrollment projections; forward development with construction of Arcadia Flats, Hilltop Village, the College of Aviation Education Center, and planned renovation of Dunbar Hall; and championed numerous grants, awards, and distinguished recognitions on behalf of the University.

The Board supports President Montgomery’s effort to compel organizational achievement through focusing in on transformational priorities to include: second year student retention; six year graduation rate; alumni giving; externally funded research; entering student GPA; and university reputation. The Board will continue to track progress relating to improving student success, diversifying revenue streams, and positioning WMU as the school of choice for the region and beyond.

The Board would like to further demonstrate support for President Montgomery by approving an extension agreement through June 30, 2025. The President’s base salary as of July 1, 2020 will be at the annual rate $486,000 per year with eligibility for an annual goal-based merit bonus of up to 10% of his annual salary. The President’s salary will be reviewed annually in December and adjusted as determined by the Board of Trustees. The President’s Supplemental Executive Retirement Plan will be amended to $84,000 per fiscal year.

Recommend Action

It is recommended the Board approve the Employment Agreement Extension for President Edward Montgomery through June 30, 2025.
EMPLOYMENT AGREEMENT EXTENSION

The WESTERN MICHIGAN UNIVERSITY BOARD OF TRUSTEES, a constitutional body corporate with its principal offices in Kalamazoo, Michigan (the “University”) and DR. EDWARD B. MONTGOMERY (hereinafter referred to as the “President”) entered into an Employment Agreement that was signed by the parties dated April 12, 2017, as amended by First Amendment to Employment Agreement signed by the parties dated June 29, 2017 (collectively referred to as the “Employment Agreement”). The parties now desire to extend and amend the Employment Agreement as set forth below:

1. **Article 2 – Term** is revised as follows:

The Extended Term of employment as modified by this Extension Agreement shall be from July 1, 2020 through June 30, 2025, subject to earlier termination by the University or the President, as provided for in the Employment Agreement. Until July 1, 2020, the terms of the Employment Agreement shall govern the terms, conditions, compensation and benefits for the President. As of July 1, 2020, the terms, conditions, compensation and benefits for the President shall be governed by the Employment Agreement as modified by this Extension Agreement.

2. **Section 3.1 – Salary** is revised as follows:

3.1 **Salary and Bonus.** The President’s base salary as of July 1, 2020 will be at the annual rate of Four Hundred Eighty-Six Thousand Dollars ($486,000) per year. The President’s salary shall be reviewed annually in December of each year beginning in 2020 and adjusted as determined by the Board of Trustees.

In addition, the President will be eligible for an initial Merit Bonus of up to ten percent (10%) of his annual salary based upon the President having met the mutually agreed upon goals, as determined by the University and each year thereafter the Board of Trustees, at their discretion, may set the bonus at greater than 10% of President’s annual salary. Beginning in December of 2019, and annually thereafter, the Board and the President shall meet to establish mutually agreed-upon goals for the Merit Bonus.

Beginning in December of 2020, the University will take reasonable steps to pay any bonus that is earned by the President within the next pay cycle of it being awarded to the President.

3. **Section 3.2(F) – Relocation Expenses** shall be removed from the Employment Agreement in its entirety and is no longer part of the Agreement.
4. **Section 3.2(G) – Supplemental Executive Retirement Plan** is revised to read as follows:

G. **Supplemental Executive Retirement Plan.** The University established a Supplemental Executive Retirement Plan for the President in 2017. Such Plan shall be amended effective July 1, 2020 to provide the President with Eighty-Four Thousand Dollars ($84,000) per fiscal year credited to an account established for his benefit, provided that the job performance and/or retention goals set forth in the Plan are achieved. The amounts credited to the President’s account under the Plan will be treated as invested in mutual funds or other investments agreed to by the University and the President for purposes of determining the investment gains or losses on the amount to be paid to the President after termination of employment, subject to the terms of the Plan.

5. **Section 3.2(I) – Retiree Healthcare** is revised to read as follows:

I. **Retiree Healthcare.** Upon retirement from the University, the University shall provide the President and his spouse, Kari Montgomery (hereinafter referred to as “Mrs. Montgomery”), at the time of retirement, if applicable, with lifetime medical/dental/vision insurance equivalent to that offered to other administrative and professional employees of the University. This insurance shall be provided at no expense to the President. All benefits to Mrs. Montgomery are contingent upon her being and remaining the President’s spouse until his death. Upon the President becoming Medicare eligible, and upon leaving WMU employment, other than because his employment was terminated for Serious Misconduct, the University shall provide supplemental insurance at no cost to President. Upon Mrs. Montgomery becoming Medicare eligible, the University shall provide supplemental insurance at no cost to the President or Mrs. Montgomery. The President understands and agrees that Health Care Reform changes may require that the University consider the value of this health care continuation benefit as taxable income and may require the University to purchase this insurance through a replacement plan or state insurance exchange in order to avoid a penalty. The University shall make an additional payment to the President (or Mrs. Montgomery after the President’s death) each year that is intended to cover any federal and state income taxes that the President or Mrs. Montgomery must pay as a result of having to include health benefits provided by the University or reimbursements for premiums in the President’s or Mrs. Montgomery’s taxable income. The President also agrees that if he or Mrs. Montgomery is eligible for medical/dental/vision insurance through another employer at any time, the President and Mrs. Montgomery will immediately notify the University and the
medical/dental/vision insurance provided by the University will be secondary to the other employer’s insurance. Coverage for the President and Mrs. Montgomery will terminate in the event the President’s employment is terminated for Serious Misconduct.

6. **Section 3.2(J)** (reimbursement for life insurance) is deleted from the Employment Agreement in its entirety and is no longer part of the Agreement.

7. **Section 3.2(H) – Miscellaneous** is revised as follows:

3.2(H). **Miscellaneous.** Reasonable professional dues, travel (including spouse for official WMU business), entertainment and meeting expenses as necessary to carry out the responsibilities of President of the University, subject to Board oversight and approval as applicable. The University will fully reimburse the President for all travel at business class or equivalent levels for flight segments that are four (4) hours or longer in duration one-way. In addition, the President may seek from the Board Chair other reasonable exceptions from the standard WMU travel practices applicable to senior staff at The University as circumstances may warrant.

8. **Section 5.2(B)(iii) – Other Benefits** is revised as follows:

(iii) **Other Benefits:** All other employer sponsored benefits will cease as of the Severance Date except that President and Mrs. Montgomery shall be provided retiree healthcare benefits as provided for under and in accordance with Section 3.2(I) of this Agreement. Notwithstanding the foregoing, President shall be entitled to benefits provided by COBRA.

9. **Article 6. - Non-Disparagement** paragraph A is revised as follows:

A. President will not, either directly or indirectly, or in concert with others, take any action that is materially detrimental to the University. President further agrees that the President will not disparate the University, its Board of Trustees, employees, or agents in any way. All obligations under this paragraph will survive any termination of this Agreement and the termination of the President’s employment.

In all other respects, the Employment Agreement is unchanged.
The parties have executed this Extension Agreement on the dates set forth below.

WESTERN MICHIGAN UNIVERSITY
BOARD OF TRUSTEES: 

By: ________________________________
    James B. Bolger, Chair

Date: _______________________________, 2019

PRESIDENT:

____________________________________
    Dr. Edward B. Montgomery

Date: _______________________________, 2019
PROPOSAL: Bachelor of Science in Cybersecurity

Background

The Undergraduate Studies Council of the Faculty Senate has approved the creation of a B.S. in Cybersecurity. This 52 credit-hour, online major is an interdisciplinary program designed collaboratively by the Department of Computer Science in the College of Engineering and Applied Sciences and the Department of Business Information Systems in the Haworth College of Business. Cybersecurity is a field that has been growing and will continue to do so for many years. Positions relevant to cybersecurity that involve a bachelor’s degree have increased by 10.7% in the past 5 years and are projected to grow another 7.7% through 2022. This online Bachelor of Science degree will give students the training and credentials necessary to secure employment in the field or continue to work toward more advanced degrees.

Recommended Action

Create the Bachelor of Science in Cybersecurity.
PROPOSAL: Personnel Report

ACADEMIC

Return to Faculty
Ming Li; Professor; Department of Human Performance and Health Education; effective January 1, 2020.

Appointments – Tenure Track
Mohammad Sakif Amin; Assistant Professor; Department of Marketing; effective August 15, 2020.

Chen Wang; Assistant Professor; Department of Management; effective August 15, 2020.

Russell Zwanka; Associate Professor; Department of Marketing; effective August 15, 2020.

Appointments – Term
Suzan Aiiken; Instructor; Department of Business Information Systems; effective January 1, 2020 through December 31, 2020.

June Gothberg; Assistant Professor; Department of Educational Leadership, Research and Technology; effective January 1, 2020 through December 31, 2020.

James Martin; Assistant Professor; Department of Philosophy; effective January 1, 2020 through December 31, 2020.

Daniel Miller; Instructor; Department of Business Information Systems; effective January 1, 2020 through December 31, 2020.

Javier Montefort-Sanchez; Assistant Professor; Department of Mechanical and Aerospace Engineering; effective January 1, 2020 through December 31, 2020.

Sabbatical Leave
Ming Li; Professor; Department of Human Performance and Health Education; effective Spring 2020.

Faculty Retirements with Emeriti Status
Howard Dooley; Professor Emeritus of History; Department of History; effective June 30, 2020.

P. Dan Fleming; Professor Emeritus of Chemical and Paper Engineering; Department of Chemical and Paper Engineering; effective December 31, 2020.
Faculty Retirements with Emeriti Status (Continued)
Wayne Fuqua; Professor Emeritus of Psychology; Department of Psychology; effective December 31, 2024.

Robert Wertkin; Professor Emeritus of Social Work; School of Social Work; effective June 30, 2020 (change in date only).

NON-ACADEMIC Retirements
Dennis Forsythe; Electrician Licensed; Facilities Management – Maintenance Service; effective November 1, 2019.

Michele Cole Johnson; Business Manager Senior; Student Affairs, Business Operations; effective November 7, 2019

Angelita Kolodzieczyk; Utility Food Worker; Valley Dining Center; effective January 1, 2020.

Linda Wallace; Dispatcher; Public Safety; effective November 12, 2019.

Annette White; Certified Medical Assistant; Sindecuse Health Center; effective November 30, 2019.
PROPOSAL:  One-Day Liquor License Applications

Background

WMU Catering requests approval to submit application to the Michigan Liquor Control Commission (MLCC) to sell alcohol at the following events:

1. One (1) special one-day MLCC license is requested to be used for beer and wine sales at parking lot one (between Heritage Hall and Walwood Hall) as part of the “Homecoming Stampede Tailgate” event prior to the 2020 homecoming football game, date and time TBA. WMU Catering will serve the alcohol and be responsible for checking identification of all participants prior to service.

2. Two (2) special one-day MLCC licenses are requested to be used for beer, wine and liquor sales at Valley Dining Center for the 55th Medieval Congress conference on Thursday, May 7 and Friday, May 8 during dinner service 4pm – 9pm. WMU Catering will serve the alcohol and be responsible for checking identification of all participants prior to service.

Recommended Action

Resolved that Western Michigan University, through its duly authorized officers, make application to the Michigan Liquor Control Commission for three (3) special one-day licenses:

- Sale of beer and wine at the annual 2020 Homecoming tailgate, date and time TBA.
- Sale of beer, wine and liquor at the 55th Medieval Congress conference dinners at Valley Dining Center, May 7 and May 8, 2020.
PROPOSAL: Annuity and Life Income Funds

*Additional materials can be obtained through the Board of Trustees Office.
PROPOSAL: Operating Cash Accounts

*Additional materials can be obtained through the Board of Trustees Office.