

**WMU Faculty Senate
Undergraduate Studies Council (USC)
Charges for 2016-17**

Marilyn Kritzman will serve as the Faculty Senate Executive Board representative on USC

In addition to its specific responsibilities listed in the Undergraduate Studies Council's role statement and the work of subcommittees if such exist, the Faculty Senate Executive Board charges the USC to consider, as a committee of the whole or through the appropriate subcommittee or task force, the following issues:

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.
2. Look at ways in which to engage faculty in retention of undergraduate students, with intentional focus on under-represented groups. Gather information on best practices and ideas; provide opportunity for discussion, including a possible Faculty Senate presentation or forum.
3. Identify and enhance existing multicultural programs and/or develop new programs that serve to advance the multicultural competencies encompassed within the prominent predictor variables from the WMU Campus Climate Study.
4. Be available as a resource to the Ad Hoc General Education Design Committee to promote discussions regarding the future of general education. Depending upon the proposed model, review and provide recommendations to the Ad Hoc General Education Design Committee on the number of courses being designated as general education courses.
5. In consultation with the Office of Service Learning, establish, for council and Faculty Senate approval, both a policy and process for designating undergraduate service-learning courses. The process should also include a cyclical review to ensure courses meet this designation.

NOTE: The USC will seek information from the office of the Associate Provost for Assessment and Undergraduate Studies and related administrative offices to maintain communications with those offices on issues directly related to them. Council recommendations are to be submitted to the Executive Board in the form of a report (see the template for preparing reports included in the Faculty Senate Council/Committee Chair Handbook). After review, the Executive Board may invite the council to initiate a memorandum of action (MOA) on which the recommendation(s) is/are stated. Any draft MOAs requested by the Executive Board should be submitted using the DRAFT MOA template included in the Faculty Senate Council/Committee Chair Handbook.

The USC chairperson shall provide a written summary of the council's progress for the year; list the above charges noting each item's progress and current status; any other activities undertaken; and draft charges for the 2017-18 academic year, no later than June 30, 2017.