

**WMU Faculty Senate
Undergraduate Studies Council (USC)
Charges for 2018-19**

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. Review and evaluate current policies concerning the last day of registration for Summer I and II course offerings.
3. Review and evaluate current policies concerning final exam scheduling.
4. Examine and evaluate best practices for helping to advance interdisciplinary academic programs on campus. Special attention should be given to:
 - Building leading-edge academic programs.
 - Sharing of faculty and resources between Colleges and Departments.
 - The role of interdisciplinary advisory committees
5. Research and recommend best practices for interdisciplinary academic programs between Colleges and Departments.
 - Research curricula implication of cluster hires.
6. Recruitment and retention:
 - Identify ways USC can support faculty engagement in recruitment and retention.
 - Analyze existing data (Registrar's Office, LHC) on retention.
 - Initiate dialog with Office of Admissions, Student Affairs, and Enrollment Management on why students are refusing admission to WMU and why students are leaving WMU before they complete their degrees.

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 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 2019-20 academic year, no later than June 30, 2019.