

**WMU Faculty Senate
Undergraduate Studies Council (USC)
Charges for 2020-21**

Sarah Summy 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 including but not limited to the Intellectual Skills Program Advisory Subcommittee, the Transfer of Credit Subcommittee, and the Service Learning Course Approval Subcommittee, 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:

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. To the extent possible, conclude the initiative by producing a report to the Executive Board or a Memorandum of Action.
2. Research best practices regarding University issued certificates. Review and revise undergraduate certificate program (MOA 14/02).
3. Research policies and best practices, and recommend established guidelines, to determine if a newly created degree is a Bachelor of Arts or a Bachelor of Science degree. To the extent possible, conclude the initiative by producing a report to the Executive Board or a Memorandum of Action.
4. Collaborate with the International Education Council and Graduate Studies Council to provide recommendations on how to best support faculty in the area of global learning (e.g. global classrooms, virtual study abroad, international curriculum). To the extent possible, conclude the initiative by producing a report to the Executive Board or a Memorandum of Action.
5. Identify and address policies, programs, and practices that will ensure considerations of diversity, equity, and inclusion within the Faculty Senate and the University. To the extent possible, conclude the initiative by producing a report to the Executive Board or a Memorandum of Action.
6. Identify approaches and methods used to increase civility and respect in order to create a safe environment both within the Faculty Senate and the University. To the extent possible, conclude the initiative by producing a report to the Executive Board or a Memorandum of Action.

NOTE: The USC will seek information from the office of the Curriculum Manager 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 MOA template.

The USC chairperson shall provide a written report of the council's accomplishments and 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 2021-22 academic year, no later than June 30, 2021.