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**Professional Concerns Committee  
Minutes of 19 March 2025****Call to Order**

The regular meeting of the Western Michigan University Faculty Senate Professional Concerns Committee was called to order at 12:31 p.m. on 19 March 2025, via Webex conferencing by Michael Kahwaji, chair.

**Members Present:** Tom Gorczyca, Michael Kahwaji, Mariana Levin, John Miller, Yrithru Pillay (substitute for Richard Meyer), Marian Tripplett, Amy Zufelt

**Members Absent:** Rena VanDerwall

**Advisory Members Absent:** Eric McConnell, Sarah Meiser

**Ex Officio:** Dennis Simpson

**Quorum**

A quorum was present with eight members in attendance, of the five needed to establish quorum.

**Agenda**

The agenda was amended to eliminate the advisory members' reports and move the Artificial Intelligence (AI) syllabus statement topic to the April meeting due to absences.

It was moved by Simpson, seconded by Levin, to accept the agenda as amended. The motion carried unanimously.

**Minutes**

It was moved by Simpson, seconded by Tripplett, to approve the 19 February 2025 minutes as presented. With two abstentions, the motion carried.

**Reports of Officers**

Chair Kahwaji did not provide a report.

Ex Officio Simpson reported:

1. Meeting between the Faculty Senate Executive Board and University Counsel regarding the interplay of Program Dismissal Appeal and Hardship policies. University Counsel will forward a recommendation to PCC regarding handling such matters.
2. Reminded PCC to hold 2025-26 officers' elections in April.

**Reports of University Representatives**

None.

**Unfinished Business**

The discussion on syllabus statement for how to use AI technology at WMU has been postponed until April PCC meeting.

Miller reported the following on professional development materials for instructors:

1. Reviewed outline of learning objectives and training modules.
2. Shared a link with PCC to gain input on the materials.

**New Business**

None.

**Announcements**

None.

**Adjournment**

It was moved by Miller, seconded by Levin, to adjourn the meeting at 12:58 p.m. The motion carried unanimously. The Professional Concerns Committee will next meet on 16 April 2025 via Webex.

**Approval**

Submitted by John Miller, Secretary

Minutes approved 16 April 2025.