

WMU Faculty Senate
WMU Essential Studies Course Review and Approval Committee
Charges for 2024-25

Decker Hains will serve as the Faculty Senate Executive Board representative on WMU
Essential Studies Course Review and Approval Committee

In addition to its specific responsibilities the WMU Essential Studies Executive Advisory Committee charges the committee to consider, as a committee of the whole, the following:

1. Participate in the 2024-25 WMU Essential Studies Comprehensive Review.
2. Complete all incoming and ongoing reviews for new and revised WMU Essential Studies courses following the schedule and deadlines established in Memorandum of Action 23/01: Recommended Revisions of General Principles of Curriculum Change.
3. At the annual March WMU Essential Studies Course Review and Approval Committee meeting, review the draft year-end report to be submitted to the WMU Essential Studies Executive Advisory Committee, by the committee chair no later than 8 April 2025.
4. Work with the WMU Curriculum Manager, and the WMU Essential Studies Executive Advisory Committee to provide continual improvement of WMU Essential Studies processes.
5. Participate in an Ad hoc subcommittee with leadership by the WMU Essential Studies Executive Advisory Committee and develop suggested revisions for Student Learning Outcome assessment rubrics that have been determined by the relevant supporting departments or institutes to be in need of improvement.
6. Participate in an Ad hoc subcommittee with leadership by the WMU Essential Studies Course Review and Approval Committee to identify current examples of good assessment plans and compile them into a set of faculty guidelines to be incorporated into the WMU Essential Studies online manual

NOTE: The WMU Essential Studies Course Review and Approval Committee will seek information from the WMU Essential Studies Executive Advisory Committee and any administrative office to maintain communications with that committee or office on issues directly related to it. Committee recommendations are to be submitted to the WMU Essential Studies Executive Advisory Committee in the form of a memorandum of action (MOA) on which the recommendation(s) is/are stated. Any draft MOAs requested by either the WMU Essential Studies Executive Advisory Committee or the Executive Board should be submitted using the MOA template.

The WMU Essential Studies Course Review and Approval Committee chairperson shall provide a written report of the committee's accomplishments and progress for the year; to the chair of the WMU Essential Studies Executive Advisory Committee, including a list the above charges noting each item's progress and current status; any other activities undertaken; and draft charges for the 2025-26 academic year, no later than June 30, 2025.