
**WMU Essential Studies Executive Advisory Committee
Minutes of 9 September 2025**

Call to Order

The regular meeting of the Western Michigan University Faculty Senate WMU Essential Studies Executive Advisory Committee was called to order at 1:03 p.m. on 9 September 2025, via Webex video conferencing by, Elissa Allen, chair.

Members Present: Elissa Allen, Dana Hammond, Elizabeth Isidro, Jessica Parker, Brian Tripp, Luchara Wallace

Member Absent: Beth Ernst, Lindsay Jeffers, Kathryn Wagner

Advisory Members Present: Jonathan Bush, Carrie Cumming, Lisa DeChano-Cook

Ex Officio: Janet Hahn

Guest(s): Karen Schiemann

Quorum

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

Agenda

Amendments were made to the agenda to add a discussion under new business, add the ENGL 1080 course deletion proposal. Added were approval of the WMU Essential Studies Course Review and Approval Committee charges. It was moved by Isidro, seconded by Tripp, to accept the agenda as amended. The motion carried unanimously.

Minutes

It was moved by Tripp, seconded by Isidro, to approve the 8 April 2025 minutes as presented. With one abstention, the motion carried.

Reports of Officers

Ex Officio Hahn presented the 2025-26 WMU Essential Studies Executive Advisory Committee charges. These charges include:

Chair Allen welcomed the committee.

Reports of University Representatives

WMU Essential Studies Faculty Director Jonathan Bush shared a link to the WMU Essential Studies fourth year review: <https://wmich.edu/essentialstudies/review> and provided a report that included a recap of the presentation provided during spring. Overall, there were a few courses reviewed that were recommended removal. As for students, it was noted that students took classes in the intended order. Students value WMU Essential Studies and understand the intended scaffolding. It is evident that there is a desperate need for SLO rubric review. This task aligns with WMU Essential Studies Executive Advisory Committee charges for this year. The WMU Essential Studies Course Review and Approval Committee will be charged with reviewing rubrics so that they align and all incongruities are removed. Bush is working with WMU Essential Studies Course Review and Approval Committee to revise course assessment plans. The comprehensive review found that deans, chairs, etc. are not familiar with their rights and responsibilities with WMU Essential Studies programming. The handbook is not enough to aid in understanding. As faculty fellow, Beth Ernst will be charged with creating a comprehensive WMU Essential Studies faculty website. This website will have a section for instructors (obligations and roles) and departments (proposing, revising, etc.) Transfer credits for WMU Essential Studies is not tied to

departments, which creates unique challenges. Bush is working on WMU Essential Studies Course Review and Approval Committee to change how classes are reviewed
In upcoming tasks, the committee was made aware that the First Year Experience team (FYE 2100) is working toward changing their courses to meet WMU Essential Studies Level 1 Inquiry and Engagement outcomes. This may become an issue because other colleges and departments rely on Level 1 credit revenue.

Bush will present cyclic review findings to Faculty Senate later this semester. Cyclic review to start in 2026-27 and go through 2027-28. This will occur over two years instead of three. WMU Essential Studies Course Review and Approval Committee will not have any cyclic review this year. That committee will work on procedures and revising reviewing courses.

DeChano-Cook did not provide a report.

Unfinished Business

None

New Business

Chair Allen postponed nominations for WMU Essential Studies Executive Advisory Committee secretary due to the multiple member vacancies to the next meeting.

Chair Allen postponed discussion of the WMU Essential Studies Transfer Credit Evaluation Process and Progress until the next meeting.

WMU Essential Studies Faculty Fellow Ernst has been assigned a project to create a Comprehensive Faculty Communication Portal.

It was moved by Tripp, and seconded by Isidro, to create a Faculty Fellow's role to create a comprehensive website of WMU Essential Studies for faculty. The motion carried.

It was moved by Tripp, and seconded by Isidro to delete the ENGL 1080 course .The motion carried unanimously.

The following charges for the WMU Essential Studies Course Review and Approval Committee were presented by Bush:

It was moved by Parker, seconded by Isidro, to approve the WMU Essential Studies Course Review and Approval Committee charges as presented. The motion carried unanimously.

Wallace left the meeting at 1:32pm.

Schiemann joined the meeting at 1:35pm.

Chair Allen and Bush presented the Registered Nurse to Bachelor of Science in Nursing (RN-to-BSN) WES Requirement Proposal. The Bronson School of Nursing has proposed a Nurse Transfer Agreement (NTA) to streamline entry into the RN to BSN program. Under this agreement, graduates of accredited Associate Degree in Nursing (ADN) programs who pass the NCLEX-RN would be granted credit for WMU Essential Studies Levels I and II, requiring completion of only Level III at WMU. This change aligns with state and national initiatives to increase the number of BSN-prepared nurses, addresses barriers that have contributed to declining enrollment in the program, and brings WMU in line with transfer practices at peer institutions. Supporting documents, including a proposal passed through curriculum, demonstrate how NCLEX competencies correspond to WES Level I and II outcomes.

Isidro left the meeting at 1:55 pm.

The committee discussed the Nurse Transfer Agreement proposal for the RN to BSN program. A vote did not occur because quorum was lost. During discussion, questions were raised regarding direct equivalency of NCLEX competencies to WMU Essential Studies Level I and II outcomes. These concerns

were addressed by the end of the discussion with reference to the NCLEX competency map that will be shared with at the next meeting. The proposal was postponed to the next meeting.

Announcements

No announcements were made.

Adjournment

Chair Allen adjourned the meeting at 2:16pm. The WMU Essential Studies Executive Advisory Committee will meet next on 14 October 2025 via Webex.

Approval

Submitted by Elissa Allen, Chair

Minutes approved this _____ day of _____ 202.