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**PROFESSIONAL CONCERNS COMMITTEE  
Minutes of 17 September 2025**

**Call to Order**

The regular meeting of the Western Michigan University Faculty Senate Professional Concerns Committee was called to order at 12:30 p.m. on 17 September 2025, via WebEx conferencing by Michael Kahwaji, chair.

**Members Present:** Tom Gorzyca, Michael Kahwaji, Mariana Levin, Matilda McLean, Richard Meyer, Marian Tripplett, Amy Zufelt

**Members Absent:** Jennifer Foster, John Miller

**Advisory Members Present:** Eric McConnell Joe, Erskine (substitute for Sarah Meiser)

**Advisory Members Absent:**

**Ex Officio:** Dennis Simpson

**Guest(s):** Amy Naugle, Faculty Senate President

**Quorum**

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

**Agenda**

It was moved by Zufelt, seconded by Tripplett, to accept the agenda as presented. The motion carried unanimously.

**Minutes**

It was moved by Meyer, seconded by Levin, to approve the 16 April 2025, minutes as provided. The motion carried unanimously.

**Reports of Officers**

President Naugle presented the 2025-26 Professional Concerns Committee charges.

Chair Kahwaji reported a meeting has been scheduled in collaboration with the Academic Information Technology Council (AITC).

Ex Officio Simpson reported recent listening sessions of WMU President Kavalhuna with committee chairs.

**New Items**

Election of Professional Concerns Committee Leadership was held in the spring, with the following individuals elected: Michael Kahwaji (Chair), Amy Zufelt (Vice Chair) and Marian Tripplett (Secretary).

Erskine and Zufelt have begun worked on the Artificial Intelligence Proposed Syllabus Statement. Kahwaji, Erskine, and Zufelt volunteered to form the subcommittee and will report at future meetings regarding charges 6c before returning to charge 8.

**Reports of University Representatives**

Erskine provided the Student Rights and Responsibilities report the office is busy and currently staffed by one staff member.

McConnell provided the Office of the Ombuds report

- the office was busy over summer, with increases in grade appeals and program dismissal appeals.
- There has also been an increase in faculty to serve on appeal committees.
- The academic appeal review committee changes were signed and catalogs updated.

- McConnell to fact find different issues that can extend appeal timeframes and will update at a future meeting.

### **Unfinished Business**

Erskine requested clarification to identify the lead of the Artificial Intelligence Technology Syllabus Statement process. Using a small committee size and co-chair leadership were suggested.

### **Announcements**

Matilda McClean reported she is the appointed College of Aviation representative, and should be added to the roster and include in committee communications.

### **Adjournment**

It was moved by Levin and seconded by Zufelt, to adjourn the meeting at 1:10 p.m. The motion carried unanimously. The Professional Concerns Committee will meet next on 8 October 2025.

### **Approval**

Submitted by Marian Tripplett, Secretary

Minutes were approved (date/month) 2025.