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**WMU Essential Studies Course Review and Approval Committee  
Minutes of 16 October 2023**

**Call to Order**

The regular meeting of the Western Michigan University Faculty Senate WMU Essential Studies Course Review and Approval Committee was called to order at 10:08 a.m. on 16 October 2023, virtually via Webex by Carol Weideman, chair.

**Members in Attendance:** Lisa DeChano-Cook, Kirsty Eisenhart, Beth Ernst, Dana Hammond, Matilda McLean, Kate Thomsen, Carol Weideman

**Members Absent:** Jonathan Bush

**Advisory Members Present:** Jaquelyn Bizzell, Anthony Helms, Melinda Lockett, Randy Ott, Colleen Stano, Sharon VanDyken

**Advisory Members Absent:** Nick Gauthier, Christine Robinson

**Ex Officio in Attendance:** Sue Brodasky, Decker Hains

**Guest:** Kwangmin Lee, Assistant Professor, Special Education and Literacy Studies; Sarah Summy, President, Faculty Senate Executive Board; Brian Tripp, Chair, WMU Essential Studies Executive Advisory Committee

**Quorum**

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

**Agenda**

**[MOTION]** It was moved by Eisenhart, seconded by Ernst, to accept the agenda as presented. The motion carried unanimously.

**Minutes**

**[MOTION]** It was moved by Eisenhart, seconded by Ernst, to approve the minutes of 20 March 2023 as presented. The motion carried unanimously.

**[MOTION]** It was moved by Eisenhart, seconded by Ernst, to approve the minutes of 17 April 2023 as presented. The motion carried unanimously.

**Election of Officers**

President Summy asked for volunteers for 2023-24 leadership. The following volunteered:

1. Weideman – Chair
2. Ernst – Vice Chair
3. Ott - Secretary

**[MOTION]** It was moved by Eisenhart, seconded by Hammond, to accept the slate as proposed. The motion carried unanimously.

**WMU Essential Studies Course Review and Approval Committee 2023-24 Charges**

Tripp charged the committee:

1. 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.
2. Complete all WMU Essential Studies cyclic reviews for the following course categories: Global Perspectives, Artistic Theory and Practice, Personal Wellness, and Quantitative Reasoning before the end of this academic year.
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 1 June.

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 planning for the 2024-25 WMU Essential Studies Comprehensive Review.

Tripp left the meeting at 10:44 a.m.

### **Reports of Officers**

Chair Weideman did not provide a report.

Ex Officio Hains did not provide a report.

### **Reports of the University Representative**

Ott reported that the draft of the structure for the program review proposal has been submitted. The future of the WMU Essential Studies Course Review and Approval Committee process to simplify work is being discussed, and the following criteria are recommended guidelines:

1. Does the course maintain the integrity of the stated Student Learning Outcome (SLO)?
2. Is the course in the right area and level?
3. Does the course have an appropriate and well-articulated assessment plan?

### **Unfinished Business**

The following courses were reviewed:

- ANTH 4530 - Forensic Anthropology and Human Rights
- EDLD 2020 - Leadership Skills for Social Change
- EDLD 3010 - Exploring Leadership, Culture & Social Change in Graphic Novels
- ENGL 2520 - Shakespeare's Theater
- ENGL 4840 - Culture in Children's Literature
- FREN 2000 - Intermediate French 1
- FREN 2010 - Intermediate French 2
- MGMT 3500 - Diversity and Inclusion in Organizations
- SCI 2080 - Explorations in Life Science
- SCI 3090 - Explorations in Earth Science

**[MOTION]** It was moved by Hammond, seconded by Ernst, to accept the slated proposals as presented. The motion carried unanimously.

The following courses were reviewed:

- ART 2450 - Graphic Design Topics
- ECON 3210 - The Economics of Immigration- requires syllabus clarity, spell out WMU Essential Studies
- HSV 1000 - Introduction to Professions in Health & Human Services

**[MOTION]** It was moved by Hammond, seconded by Ernst, to postpone the slated proposals to the next meeting. The motion carried unanimously.

The following courses were not reviewed and were postponed to the next meeting:

- CHEM 1510 - General Chemistry and Health
- CHEM 1520 - General Chemistry and Health Lab
- EDLD 3020 - Leadership and Advocacy for a Diverse Society
- ENGL 1066 - Monsters, Witches, Sailors, Knights: Mythic Figures in Global Medievalism
- ENGL 1660 - Creativity in the 21<sup>st</sup> Century
- ENGL 2520 - Shakespeare's Theater
- HNRS 4100 Honors Topics - Artistic Theory and Practice
- HNRS 4200 - Honors Topics - World Languages and Cultures
- HNRS 4300 Honors Topics - Local and National Perspectives
- HNRS 4300 Honors Topics - Local and National Perspectives
- HNRS 4400 Honors Topics - Global Perspectives

- HNRS 4500 Honors Topics - Societies and Cultures
- HNRS 4600 Honors Topics - Scientific Literacy with a Lab
- HNRS 4700 Honors Topics - Science and Technology
- HNRS 4800 Honors Topics - Personal Wellness
- OCL 2000 - Principles of Organizational Change and Development
- OCL 2040 - Workplace Coaching: Principles, Theory and Practice
- OCL 2000 - Principles of Organizational Change and Development
- OCL 3000 - Workplace Culture
- OCL 3050 - Organizational Consulting
- OCL 3200 - Great Thinkers of Organizational Change
- OCL 4300 - Understanding and Designing the Global Organization
- PADM 1500 - Civic Engagement & Digital Governance
- PHIL 2000 - Introduction to Philosophy

### **New Business**

None.

### **Announcements**

Chair Weideman explained the Excel document she created to track course activities.

### **Adjournment**

Chair Weideman adjourned the meeting at 11:57 a.m. The WMU Essential Studies Course Review and Approval Committee will meet next on 20 November 2023 at 10 a.m. via Webex video conferencing.

### **Approval**

Submitted by Randy Ott, Secretary

Minutes approved on 20 November 2023.