
**WMU Essential Studies Course Review and Approval Committee
Minutes 4 December 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 10:03 a.m. on 4 December 2023, virtually via Webex by Carol Weideman, chair.

Members in Attendance: Jonathan Bush, Lisa DeChano-Cook, Beth Ernst, Dana Hammond, Mark Kelley, Matilda McLean, Carol Weideman

Members Absent: Kirsty Eisenhart, Kwangmin Lee, Kate Thomsen

Advisory Members Present: Jaquelyn Bizzell, Melinda Lockett, Randy Ott, Christine Robinson, Colleen Stano

Advisory Members Absent: Nick Gauthier, Anthony Helms, Sharon VanDyken

Ex Officio(s) in Attendance: Sue Brodasky, Decker Hains

Quorum

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

Agenda

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

Minutes

[MOTION] It was moved by Ernst, seconded by McLean, to approve the minutes of 20 November 2023 and 27 November 2023 as presented. The motion carried unanimously.

Reports of Officers

Chair Weideman did not provide a report.

Ex Officio Hains did not provide a report

Reports of University Representatives

DeChano Cook reported on the proposals that were completed at the last minute. These proposals were sent to WMU Essential Studies Executive Advisory Committee and routed in Curriculum.

Bush reported the following:

- Plans to make the structure simpler for future reviews. An example is a previous WMU Essential Studies course that has a “minor” revision and does not review the entire course portfolio.
- A possible discussion for the WMU Essential Studies Executive Advisory Committee to have a March due date for proposals, so feedback can be shared and have summer/fall to make edits. This will allow improved submissions and positive impressions from faculty.
- Cyclic Review process and deadlines were distributed to departments and deans.

Ex Officio Hains left the meeting at 10:45 a.m.

Unfinished Business

None.

New Business

Bush presented an overview of spring 2024.

Chair Weideman reported on process improvements.

Announcements

None.

Adjournment

Chair Weideman adjourned the meeting at 10:55 a.m. The next WMU Essential Studies Course Review and Approval Committee meeting will be held on 22 January 2024 at 10 a.m. via Webex video conferencing.

Approval

Submitted by Randy Ott, Secretary

Minutes approved on 22 January 2024.