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**Professional Concerns Committee  
Minutes of 6 December 2023****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 6 December 2023, via Webex conferencing by John Miller, chair.

**Members Present:** John Jellies, Michael Kahwaji (substitute for Elizabeth Terrel), Richard Meyer, John Miller, Timothy Palmer, Marian Tripplett, Rena VanDerwall

**Advisory Members Present:** Joe Erskine, Eric McConnell, Sarah Meiser

**Ex Officio:** Zeljka Vidic

**Quorum**

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

**Agenda**

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

**Minutes**

**[MOTION]** It was moved by Tripplett, seconded by Meyer, to approve the 15 November 2023 minutes as presented. The motion carried unanimously.

**Reports of Officers**

Chair Miller reported that he has been unable to meet with WMUx representatives to discuss creating video tutorials regarding professional concerns. He will continue reaching out. Additionally, Miller, Kahwaji, and Meyer have not met to discuss proposed policy change language options for academic integrity/hardship withdrawals. They plan to meet before the end of the fall 2023 semester.

Ex Officio Vidic reported that MOA-23/04: *Establishment of a Review Cycle for Academic Conduct Policies* has been submitted to the Faculty Senate office. It was returned to PCC so that a rationale can be added.

**Reports of University Representatives**

Erskine reported that the Office of Student Rights and Responsibilities now has a graduate student working with them who is handling cases. Erskine reported he will provide a more in-depth report about fall 2023 cases in January.

McConnell reported that the workload in the Ombuds office continues to be heavy. He is also spending time raising awareness about the services offered by the Ombuds office. The office is also working to ensure that processes are accessible and understandable to all stakeholders.

**Unfinished Business**

Rationale language for MOA-23/04 was created: "Establishment of a review cycle for academic conduct policies will ensure that all University-wide and Academic Unit-specific policies and procedures are identified and kept in accordance with current standards.

**[MOTION]** It was moved by VanDerwall, seconded by Meyer, to accept the rationale language for MOA 23/04 as proposed. The motion carried unanimously. The revised MOA-23/04 will be sent to the Faculty Senate office.

**New Business**

None.

**Announcements**

None.

**Adjournment**

**[MOTION]** It was moved by Jellies, seconded by VanDerwall, to adjourn the meeting at 1:15 p.m. The motion carried unanimously. The Professional Concerns Committee will meet next on 17 January 2024 via Webex conference at 12:30 p.m.

**Approval**

Submitted by Timothy Palmer, Secretary

Minutes approved on 17 January 2024.