
**WMU Essential Studies Course Review and Approval Committee
Minutes for 22 January 2024**

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 22 January 2024, virtually via Webex by Beth Ernst, vice-chair.

Members in Attendance: Kirsty Eisenhart, Lisa DeChano-Cook, Beth Ernst, Anne-Marie Guidy-Oulai, Dana Hammond, Kwangmin Lee, Carol Weideman (joined 10:13 a.m.)

Members Absent: Mark Kelley, Matilda McLean

Advisory Members Present: Randy Ott, Colleen Stano, Nick Gauthier, Anthony Helms, Melinda Lockett, Chris Robinson, Jacqueline Bizzell

Advisory Members Absent: Sharon VanDyken

Ex Officio in Attendance: Decker Hains (joined 10:52 a.m.), Sue Brodasky

Guest(s): Brian Tripp, Chair, WMU Executive Studies Executive Advisory Committee

Quorum

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

Welcome and introductions from the new member, Anne-Marie Guidy-Oulai. Introduction and welcome from Brian Tripp.

Agenda

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

Minutes

[MOTION] It was moved by Eisenhart, seconded by DeChano-Cook, to accept the minutes of 4 December 2023 as presented. With one abstention, the motion carried.

Reports of Officers

Chair Weideman reported a plan for the new course submissions organization. Open to suggestions for course organization or group process.

Ex Officio Hains reported that it is important to ensure that the Executive Board is kept informed of the committee's activities. He requested that Jonathan Bush attend a Faculty Senate Executive Committee meeting to present the PowerPoint presentation.

Action Items

None.

Reports of University Representatives

DeChano-Cook did not provide a report.

Bush provided a PPT overview of WMU Essential Studies status and outlined the process and committees involved. A recommendation for improved communication between the WMU Essential Studies Course Review and Approval Committee and all college curriculum committees to improve understanding of roles and processes to improve feedback on course proposals. Early intervention, starting at the earliest stage of proposal development, will improve the process and likelihood of a well-prepared proposal. Bush asked for feedback to be sent to him from members regarding the presentation. He will then distribute a new version for another review.

Cyclic review is in place for this year's submissions. The deadline was last week; faculty who missed the submission will receive a reminder.

Reports of Council/Committee Standing Committees

None.

Unfinished Business

None.

New Business

Cyclic Review will begin at the next meeting. Tasks will be distributed quickly.

Announcements

None.

Adjournment

Chair Weideman adjourned the meeting at 11:07 a.m. The WMU Essential Studies Course Review and Approval Committee will meet next on 19 February 2024 at 10 a.m. via Webex video conferencing.

Submitted by Randy Ott, Secretary

Minutes were approved on 19 February 2024