
**WMU Essential Studies Course Review and Approval Committee
Minutes for 16 September 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 10:04 a.m. on 16 September 2024, virtually via Webex by Carol Weideman, chair.

Members in Attendance: Jonathan Bush, Lisa DeChano-Cook, Kristy Eisenhart, Beth Ernst, Dana Hammond, Kwangmin Lee, Matilda McLean, Carol Weideman

Members Absent: Anne-Marie Guidy-Oulai

Advisory Members Present: Jacqueline Bizzell, Nick Gauthier, Anthony Helms, Melinda Lockett, Christine Robinson, Sharon VanDyken

Advisory Members Absent: Colleen Stano

Guest: Brian Tripp, Chair, WMU Essential Studies Executive Advisory Committee

Ex Officio in Attendance: None.

Quorum

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

Agenda

[MOTION] It was moved by Ernst, seconded by Eisenhart, 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 15 and 22 April 2024. The motion carried unanimously.

Election

[MOTION] It was moved by Eisenhart, seconded by Ernst, to elect Lee as 2024-25 secretary. The motion carried unanimously.

Reports of Officers

Chair Weideman reported the evaluation spreadsheet would be updated and ready for the 21 October meeting. Requested support from the committee to bring Karan Stokes Chapo to discuss rubric assessment and best practices in November.

Reports of University Representatives

Bush reported the following:

1. Overview of the comprehensive review process that is currently in the organization stage, identification of the primary issues, and current tasks were detailed.
2. Recommendation of a subcommittee to work on rubrics and for the entire committee to develop materials that provide examples/models of good assessment plans;
3. No cyclic reviews this year, only new or revised courses. Deadlines are 31 October 2024 and 15 April 2025.

Hammond joined the meeting at 10:29 a.m.

DeChano-Cook reported a name change in curriculog (curriculum) and improved pathway navigation for proposals based upon specific changes.

New Business

Chair Weideman will create a new spreadsheet. The goal is to process approximately eight to ten proposals during the October meeting

Announcements

None.

Adjournment

Chair Weideman adjourned the meeting at 11 a.m. The WMU Essential Studies Course Review and Approval Committee will meet next on 21 October 2024 via Webex teleconferencing

Submitted by Kwangmin Lee, Secretary

Minutes were approved on 21 October 2024.