
**Professional Concerns Committee
Minutes of 19 February 2025**

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 19 February 2025, via Webex conferencing by Michael Kahwaji, chair.

Members Present: Michael Kahwaji, Mariana Levin, John Miller, Richard Meyer, Marian Triplett, Rena VanDerwall, Amy Zufelt

Members Absent: Tom Gorczyca

Advisory Member Present: Eric McConnell, Joseph Erskine (substitute for Sarah Meiser)

Ex Officio: Dennis Simpson

Quorum

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

Agenda

The agenda was amended to postpone the unfinished business (training materials) until the March meeting.

[MOTION] It was moved by Simpson, seconded by Triplett, to accept the agenda as amended. The motion carried unanimously.

Minutes

[MOTION] It was moved by Triplett, seconded by Levin, to approve the 15 January 2025 minutes as presented. The motion carried unanimously.

Reports of Officers

Chair Kahwaji confirmed a meeting with University Counsel regarding hardship.

Ex Officio Simpson commented on access to classrooms by federal authorities. Noted that the Faculty Senate passed Memorandum of Acton (MOA) 24/02 *Faculty Research Travel Fund Distribution Process*.

Reports of University Representatives

Erskine trends in traffic through Student Rights and Responsibilities and provided a look at language for a syllabus statement regarding Artificial Intelligence (AI) use from a recent conference (sourced from George Mason University), and will provide a proposed draft statement for review at the PCC March meeting.

McConnell discussed potential impacts on students' academic status if the student is removed by federal officials. Instructors should be proactive in reporting students who stop attending classes. McConnell noted that the table of contents entries and glossary items regarding hardship in the undergraduate and graduate catalogs should be consistent with recent hardship MOA language.

Unfinished Business

Charge 1, coordinate and disseminate professional development materials to instructors, postponed until the March PCC meeting.

New Business

None.

Announcements

None.

Adjournment

[MOTION] It was moved by Miller, seconded by Meyer, to adjourn the meeting at 1:16 p.m. The motion carried unanimously. The Professional Concerns Committee will next meet on 19 March 2025 via Webex.

Approval

Submitted by John Miller, Secretary

Minutes approved 19 March 2025.