

9 April 2025

TO: **Professional Concerns Committee Members:** Richard Meyer, John Miller, Marian Tripplett, Rena VanDerwall, Amy Zufelt
Ex Officio: Dennis Simpson
Advisory Members: Eric McConnell, Sarah Meiser

FROM: Michael Kahwaji, Chair

**Professional Concerns Committee
AGENDA**

Wednesday, 16 April 2025, 12:30 to 1:30 p.m.

[Webex Link](#)

1. **Call to Order**
2. **Acceptance of the Agenda**
3. **Approval of Minutes**
 - a. Professional Concerns Committee – 19 March 2025
4. **Reports of Officers**
 - a. Chair Report – Kahwaji
 - b. Ex Officio Report – Simpson
5. **Reports of University Representatives**
 - a. Student Rights and Responsibilities – Erskine
 - b. Office of the Ombuds – McConnell
6. **Unfinished Business**
 - a. Discuss Syllabus Statement for How to Use Artificial Intelligence Technology at WMU – Erskine
 - b. Professional Development Materials for Instructors – Miller
7. **New Business**
 - a. Nomination and Election of PCC 2025-26 Officers – Simpson
8. **Announcements**
9. **Adjournment**