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**WMU Essential Studies Course Review and Approval Committee  
Minutes of 21 April 2025**

**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 21 April 2025, via Webex and in-person by Carol Weideman, chair.

**Members Present:** Jonathan Bush, Lisa DeChano-Cook, Kirsty Eisenhart, Beth Ernst, Kwangmin Lee, Nathan Tabor, Carol Weideman

**Members Absent:** Anne-Marie Guidy-Oulai, Dana Hammond, David Kemp (substitute for Matilda McLean), Vincent Lyon-Callo, Mustafa Mirzeler, Agatha Slupek

**Advisory Members Present:** Jacquelyn Bizzell, Nick Gauthier, Melinda Lockett, Christine Robinson, Sharon Van Dyken

**Advisory Members Absent:** Anthony Helms, Colleen Stano

**Ex Officio Present:** Decker Hains

**Ex Officio Absent:** Brian Tripp

**Quorum**

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

Tabor joined the meeting at 10:09 a.m.

**Agenda**

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

**Approval of Minutes**

**[MOTION]** It was moved by Ernst, seconded by Eisenhart, to accept the 17 March 2025 minutes as presented. The motion carried unanimously.

**Reports of Officers**

Chair Weideman reminded of the presentation on 23 April and for all to consider taking a leadership role for the WMU Essential Studies Course Review and Approval Committee 2025-26 academic year.

Ex Officio Hains did not provide a report

**Unfinished Business**

None.

**New Business**

There was a discussion of the assessment document instructions. Several recommendations to consider (adding information such as submission timeline, links to example assessments, clarification of template questions, additional subsection about large and small size classes, multiple sections, a section on academic freedom, etc.).

There was discussion of example assessment plans regarding clear evidence of rubric criteria for each Student Learning Outcome (SLO) while maintaining academic freedom. The assessment plan should provide information that allows the WMU Essential Studies Course Review and Approval Committee to understand how the SLOs thread through the course and are assessed.

**Announcements**

WMU Essential Studies Course Review and Approval Committee faculty members will prepare an assessment example for a current WMU Essential Studies course for the next meeting.

**Adjournment**

Chair Weideman adjourned the meeting at 11:53 a.m.

**Approval**

Submitted by Kwangmin Lee, Secretary

Minutes approved on 15 September 2025.