
**WMU Essential Studies Course Review and Approval Committee
Minutes of 16 February 2026**

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 a.m. on 16 February 2026, via Webex by Katherine Suender, Chair.

Members Present: Jonathan Bush, Lisa DeChano-Cook, Dana Hammond, Vincent Lyon-Callo, Matilda McLean, Marie Moreno, Agatha Slupek, Katherine Suender, Kathryn Wagner

Members Absent: Anne Marie Guidy-Oulai, Kwangmin Lee, Nathan Tabor

Advisory Members Present: Lucy Kent-Bracken, Melinda Lockett, Colleen Stano, Sharon VanDyken, Destiny Wallace

Advisory Members Absent: Jacquelyn Bizzell

Ex Officio Present: Janet Hahn

Ex Officio Absent: Elissa Allen

Quorum

A quorum was present with 10 members in attendance of the eight needed to establish a quorum.

Agenda

[MOTION] It was moved by Slupek, seconded by Lyon-Callo, to accept the agenda as presented. The motion carried unanimously.

Approval of Minutes

[MOTION] It was moved by DeChano-Cook, seconded by Moreno, to approve the 24 November 2025 minutes. The motion carried unanimously.

Reports of Officers

Chair Suender did not provide a report.

Ex Officio Hahn did not provide a report.

Reports of University Representatives

Chair Suender reported the accomplishments of the WMU Essential Studies Course Review and Approval Committee during the fall semester regarding the number of courses that were approved with high-quality assessments aligned to the WMU Essential Studies standards. There are no courses from the fall submissions that need to be reviewed in April.

Ex Officio Hahn reported on the shared governance retreat. Faculty Senate and student government leaders met with members of the WMU Board of Trustees and administration to better understand each other's roles and to identify areas for improvement.

Bush reported that the WMU Essential Studies Executive Advisory Committee was pleased with WMU Essential Studies Course Review and Approval Committee work this past fall. Bush discussed creating materials to share on the WMU Essential Studies website that show and explain what makes a good WMU Essential Studies Assessment plan and what should be included and not. Another committee is working on revising the current rubrics by 2027. Bush will gather at least 10 successfully approved WMU Essential Studies courses from last fall to review for locating exemplar examples similar to mentor texts. These examples will include at least one per college and will represent all three WMU Essential Studies levels. Bush asked if a shared document could be added to Teams folder for WMU Essential Studies Course Review and Approval Committee members to compile materials before the March meeting. There may be two WMU Essential Studies Course Review and Approval Committee meetings in April,

depending on the volume of WMU Essential Studies course proposals that come through the Curriculum Committee by the end of March.

DeChano-Cook reported that no WMU Essential Studies Course Review and Approval Committee proposals are waiting for approval at this time.

Unfinished Business

None.

New Business

Bush discussed preparation for the WMU Essential Studies Course Review and Approval Committee's March meeting, which includes the following:

- a. Committee Charges
 - i. Getting it Right the First Time
 - ii. Good Assessment Plans
 - iii. Common Mistakes

Announcements

None.

Adjournment

[MOTION] It was moved by DeChano-Cook, seconded by Hammond, to adjourn the meeting at 10:32 a.m. The motion carried unanimously. The WMU Essential Studies Course Review and Approval Committee will meet next at 10 a.m. on 16 February 2026 via Webex.

Approval

Submitted by Katherine Suender, Substitute Secretary

Minutes approved on 16 March 2026.