



7 February 2023

**TO:** **WMU Essential Studies Executive Advisory Committee:** Elissa Allen, Decker Hains, Elizabeth Isidro, Lindsay Jeffers, Lois Lemon, Jessica Parker, Brian Tripp, Kathryn Wagner, Carol Weideman  
**Advisory Members:** Jonathan Bush, Carrie Cumming, Nicolas Witschi  
**Ex Officio Member:** Lisa DeChano-Cook  
**GUEST:** Randy W Ott, Director for Academic Collaboration  
**FROM:** Brian Tripp, Chair

**WMU Essential Studies Executive Advisory Committee:  
AGENDA**

14 February 2023 1:30 - 3 p.m.

[Webex Link](#)

1. **Call to Order**
2. **Acceptance of the Agenda**
3. **Approval of Minutes/Notes**
  - a. WMU Essential Studies Executive Advisory Committee – 10 January 2023 minutes
4. **Reports of Officers**
  - a. Chair Report
  - b. Ex Officio Report
5. **Reports of University Representatives**
  - a. WMU Essential Studies Faculty Director – Bush
    - i. Overview of 4-Year Review Schedule
    - ii. Current Cyclic Review Update
  - b. Senior Director, Academic Collaboration, Merze Tate College – Ott
  - c. Curriculum Manager – Witschi
6. **Unfinished Business**
  - a. Subcommittee Reports
    - i. Procedures and Handbook – Cummings, DeChano-Cook, Hains, Tripp, Witschi
    - ii. Open Position – WMUx Appointed Administrative Member
7. **New Business**
  - a. Spring WMU Essential Studies Event Help Session Update – Bush, Ott
  - b. WMU Essential Studies Transfer Student Course Equivalency Issues – Ott
  - c. WMU Essential Studies Transfer of Credit Process – Ott
8. **Announcements**
9. **Adjournment**