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**PROFESSIONAL CONCERNS COMMITTEE  
Minutes of 15 March 2023**

**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 15 March 2023 via Webex conferencing by John Miller, chair.

**Members in Attendance:** John Miller, Timothy Palmer, Rena VanDerwall

**Member Absent:** Karen Schieman, Elizabeth Terrel

**Advisory Members Present:** Eric McConnell (substituting for Kathy Mitchell)

**Advisory Members Absent:** Joseph Erskine

**Ex Officio:** John Jellies

**Quorum**

A quorum was present.

**Agenda**

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

**Minutes**

**[MOTION]** It was moved by Jellies, seconded by Miller, to approve the 15 February 2023 minutes as presented. The motion carried unanimously.

**Reports of Officers**

Chair Miller reported on the response rate to the survey designed to collect data from deans, unit heads, and/or directors about policies, currently in practice, that are associated with student conduct residing outside of Faculty Senate policies. Of the 54 that responded, eight units have conduct policies beyond those of the Faculty Senate policies. The next step is for PCC to ensure a review cycle is in place for department or program-specific conduct policies.

Ex Officio Jellies discussed the new Student Success Hub on goWMU for issues pertaining to student affairs concerns, academic dishonesty, and academic and holistic well-being concerns. PCC was not consulted in the development or implementation of the student concern process updates through the Success Hub. It was agreed that PCC should review the updates and provide feedback if warranted. Ex Officio Jellies will follow up with Faculty Senate President Summy about that decision.

**Reports of University Representatives**

McConnell provided an update about the Ombuds office staffing in light of Mitchell's retirement in May. The University has decided to maintain the Ombuds office. It will be staffed by a full-time Ombuds with support from a graduate assistant. The announcement regarding the new University Ombuds is forthcoming.

**Unfinished Business**

Chair Miller and Terrel are continuing to work on the PCC annual report for the Faculty Senate, which will be completed by April.

Chair Miller discussed the status of MOA 20/03: *Syllabus Template*. PCC will suggest edits based on suggestions by the Undergraduate Studies Council. Suggested edits from PCC will be forwarded to the Faculty Senate Executive Board following the April meeting.

The subcommittee tasked with suggesting training modules to WMUx about processes associated with the Office of Student Conduct and the Ombuds office was unable to meet. Their report is therefore deferred to the April PCC meeting.

**New Business**

None.

**Announcements**

None.

**Adjournment**

Chair Miller adjourned the meeting at 12:50 p.m. The Professional Concerns Committee will meet next on 19 April 2023 at 12:30 p.m. via Webex video conferencing.

**Approval**

Submitted by Timothy Palmer, Secretary

Minutes approved on 19 April 2023.