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**Undergraduate Studies Council  
Minutes of 11 April 2023****Call to Order**

The regular meeting of the Western Michigan University Faculty Senate Undergraduate Studies Council was called to order at 3:02 p.m. on 11 April 2023 via Webex video conferencing by Diane Riggs, chair

**Members in Attendance:** Said Abubakr, Michele Behr (substitute for Sue Steuer), Jessica Birnbaum, Carrie Cumming, Clifton Ealy, Lori Gray, Sunki Hong (substitute for Carly Hagins), Irma Lopez, Susan Piazza, Diane Riggs, Jill Rowe, Scott Slawinski, Nicolas Witschi

**Members Absent:** Sam Longlet, Dawn Mason

**Advisory Members Absent:** Colleen Stano, Edwin Martini

**Ex Officio:** Lisa DeChano-Cook

**Guests:** Jonathan Bush, WMU Essential Studies Faculty Director; Colin Cork, Assistant Professor, Human Performance and Health Education

**Quorum**

A quorum was present.

**Agenda**

An amendment was made to the agenda to add Bush to present WMU Essential Studies courses and the fourth-year review process.

**[MOTION]** It was moved by Abubakr, seconded by DeChano-Cook, to accept the agenda as amended. The motion carried unanimously

**Minutes**

**[MOTION]** It was moved by Abubakr, seconded by DeChano-Cook, to approve the 14 March 2023 minutes as presented. The motion carried unanimously.

Lopez joined the meeting at 3:40 p.m.

**Reports of Officers**

Chair Riggs encouraged USC members to attend the Faculty Senate MOA-23/01: Revision of Curriculum feedback sessions. The Memorandum of Action (MOA) will affect USC.

Ex Officio DeChano-Cook added that the Undergraduate Studies Council, Graduate Studies Council, and WMU Essential Studies Course Review and Approval Committee will have a special feedback session on 18 April 2023. If members are unable to attend, the ad hoc committee will be holding multiple meetings across two days, in addition to a web form that is available on the Faculty Senate website to solicit feedback. Please look at the wording in the MOA and attend one of the meetings or provide feedback on the web form.

**Reports of University Representatives**

None.

**Unfinished Business**

Cork presented the Sport Management: Recreation and the Sport Management: Sport Management proposals for the name changes curriculum proposal. This change is to update the language to match market demand and current trends in the field.

**[MOTION]** It was moved by DeChano-Cook, seconded by Abubakr, to approve both curriculum proposals. The motion was approved unanimously.

### **New Business**

Bush announced that there will be a WMU Essential Studies Governance Workshop: Moving Forward into the Fourth-Year Review in Brown Hall, room 3025, on 21 April 2023 from 8:30 a.m. to 12 p.m. USC members are encouraged to attend and participate in planning the major fourth-year review at which the progress of the WMU Essential Studies program and possible changes will be considered. Registration is required at the following [link](#):

Chair Riggs presented a draft year-end report for USC. Each of the charges and their accomplishment was discussed. Charge 3: revise the principles of curriculum (MOA 15/05) is still pending. Ex Officio DeChano-Cook represents USC on that ad hoc Faculty Senate committee. A discussion was held regarding the possible changes to the Intellectual Skills Program Advisory Committee. Chair Riggs will meet with the chair of the International Education Council to discuss points of collaboration for the academic year 2023-24 (Charge 4). Discussion was held on continuing the 2022-23 charges into the next year, with a possibility that Charge 3: revision of principles of curriculum, may not be the same. Chair Riggs indicated that USC would need to meet in the same format for the 2023-24 academic year. There was a discussion regarding the mode of USC meetings, and it was decided to postpone the decision on this topic until the May meeting.

DeChano-Cook reported that the current USC officers have self-nominated to the same seats and are unopposed.

**[MOTION]** It was moved by Rowe, seconded by Abubakr, to elect Riggs chair, Slawinski as vice chair, and Piazza as secretary for the 2023-24 academic year. The motion carried unanimously.

### **Announcements**

None.

### **Adjournment**

**[MOTION]** It was moved by Abubakr, seconded by Rowe, to adjourn the meeting at 3:50 p.m. The motion carried unanimously. The Undergraduate Studies Council will meet next on 9 May 2023 at 3 p.m. via Webex.

### **Approval**

Submitted by Susan Piazza, Secretary

Minutes approved on 12 September 2023.