

5 September 2023

TO: **WMU Essential Studies Executive Advisory Committee:** Elissa Allen, Gina Garza-Kling, Elizabeth Isidro, Lindsay Jeffers, Lois Lemon, Lei Meng, Jessica Parker, Brenda Srof, Kathryn Wagner
Advisory Members: Jonathan Bush, Carrie Cumming, Lisa DeChano-Cook
Ex Officio Member: Decker Hains

GUESTS: Randy Ott, Director for Academic Collaboration; Sarah Summy, President, Faculty Senate Executive Board

FROM: Brian Tripp, Chair

WMU Essential Studies Executive Advisory Committee:

AGENDA

12 September 2023, 1 – 2:30 p.m.

[Webex Link](#)

1. **Call to Order**
2. **Acceptance of the Agenda**
3. **Approval of Minutes**
 - a. WMU Essential Studies Executive Advisory Committee – 11 April 2023 minutes
4. **Election**
 - a. Secretary – Hains
5. **Reports of Officers**
 - a. 2023-24 WMU Essential Studies Executive Advisory Committee Charges – Summy
 - b. Chair Report – Tripp
 - c. Ex Officio Report – Hains
6. **Reports of University Representatives**
 - a. WMU Essential Studies – Bush
 - i. Deadline for New and Revised WMU Essential Studies Courses
 - ii. WMU Essential Studies Cyclic Review
 - iii. Plans for 2024-25 WMU Essential Studies Comprehensive Review
 - b. Merze Tate College – WMU Essential Studies at Student Orientation – Ott
 - c. WMU Essential Studies Curriculum – DeChano-Cook
7. **Unfinished Business**
 - a. Subcommittee Reports
 - i. Procedures and Handbook – Bush
 - ii. Committee Vacant Position – Tripp
 - b. Ad Hoc Committee to Review WMU Essential Studies Transfer of Credit – DeChano-Cook
8. **New Business**
 - a. WMU Essential Studies Course Review and Approval Committee – Tripp
 - i. Seating the 2023-24 Members
 - ii. Development of 2023-24 Charges
 - iii. Define Role in the Cyclic Review Process
 - iv. Review of 2022-23 Continuous Improvement Data
9. **Announcements**
 - a. First WMU Essential Studies Course Review and Approval Committee Meeting on 16 October 2023, 10 a.m. to 12 p.m.
10. **Adjournment**