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**WMU Essential Studies Executive Advisory Committee**

Minutes of 11 February 2025

**Call to Order**

The regular meeting of the Western Michigan University Faculty Senate WMU Essential Studies Executive Advisory Committee was called to order at 1:03 p.m. on 11 February 2025, via Webex video conferencing, by Brian Tripp, chair.

**Members in Attendance:** Elissa Allen, Elizabeth Isidro, Lindsay Jeffers, Jessica Parker, Brenda Srof, Brian Tripp, Kathryn Wagner

**Members Absent:** Lei Meng

**Advisory Members Present:** Jonathan Bush, Carrie Cumming, Lisa DeChano-Cook

**Ex Officio Present:** Decker Hains

**Guest:** Luchara Wallace, Dean, Merze Tate College

**Quorum**

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

**Agenda**

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

**Minutes**

**[MOTION]** It was moved by Isidro, seconded by Parker, to approve the 14 January 2025 minutes as presented. The motion carried unanimously.

**Reports of Officers**

Chair Tripp reported his meeting with Bush and Carol Weideman, Chair of the WMU Essential Studies Course Review and Approval Committee in late January. There is a shared group Microsoft PowerPoint template for the presentation on 23 April 2025. The retreat will be scheduled at the College of Health and Human Services.

DeChano-Cook stated that there will be a meeting of the Undergraduate Studies Council regarding the Memorandum of Action (MOA) recommendation that students who enroll at WMU for a second or additional bachelor's degree from another accredited institution will not be required to complete a WMU Essential Studies program of studies.

Ex Officio Hains did not provide a report.

**Reports of University Representatives**

Bush stated that the university-wide event to present the results of the fourth-year review of the WMU Essential Studies Program assessment will be on 23 April from 11:30 a.m. to 1 p.m. in the College of Health and Human Services Room 1010. The event title is "Advancing WMU Essential Studies: Insights, Assessments, and Future Directions." The event will include updates on ongoing WMU Essential Studies improvement initiatives from the WMU Essential Studies Executive Advisory Committee, the WMU Essential Studies Course Review and Approval Committee, and initial reports from each of the following committees:

1. WMU Essential Studies Course Review Committee
2. WMU Essential Studies Student Learning Outcome Data Review Committee
3. WMU Essential Studies Systems and Processes Review Committee
4. WMU Essential Studies Student Perspective Committee

Each fourth-year review committee will report on its findings. The WMU Essential Studies Executive Advisory Committee will need to decide on the process to follow the recommendations of the WMU Essential Studies Course Review Committee. Bush is recommending that cyclic reviews begin again in the academic year 2026-27. This will skip a year of cyclic reviews by the WMU Essential Studies Course Review and Approval Committee to allow time to reflect and make programmatic decisions based on the results of the fourth-year review. Bush also announced a new assessment plan model that will be phased in through the cyclic review process.

### **Unfinished Business**

Wallace agreed to serve on the WMU Essential Studies Executive Advisory Committee as the Merze Tate College representative to replace the previous representative, Randy Ott.

The WMU Essential Studies Executive Advisory Committee will elect members to serve as chair, vice-chair, and secretary for 2025-26. Allen is willing to serve as chair, and Isidro is willing to serve as vice-chair.

### **New Business**

There will be a new omnibus MOA for the WMU Essential Studies Program to be submitted to the Faculty Senate in fall 2025 that will supersede previous MOAs. The comprehensive fourth-year review will guide the proposed changes.

### **Announcements**

There is a meeting scheduled for the presentation of results from the fourth-year review on 23 April 2025 from 11:30 a.m. to 1 p.m.

### **Adjournment**

Chair Tripp adjourned the meeting at 1:53 p.m. The WMU Essential Studies Executive Advisory Committee will meet next on 11 March 2025 at 1 p.m. via Webex.

### **Approval**

Submitted by Lindsay Jeffers, Secretary

Minutes approved on 11 March 2025.