

9 March 2026

TO: **WMU Essential Studies Course Review and Approval Committee Members:**
Jonathan Bush, Lisa DeChano-Cook, Anne-Marie Guidy-Oulai, Dana Hammond,
Kwangmin Lee, Vincent Lyon-Callo, Matilda McLean, Marie Moreno, Agatha Slupek,
Nathan Tabor, Kathryn Wagner
Advisory Members: Jaquelyn Bizzell, Lucy Kent-Bracken, Melinda Lockett, Colleen
Stano, Sharon VanDyken, Destiny Wallace
Ex Officiis: Janet Hahn, Executive Board, Elissa Allen, Chair, WMU Essential Studies
Executive Advisory Committee

FROM: Katherine Suender, Chair

WMU Essential Studies Course Review and Approval Committee

AGENDA

16 March 2026, 10 a.m. to 12 p.m.

[Webex Link](#)

1. **Call to Order**
2. **Acceptance of the Agenda**
3. **Approval of Minutes**
 - a. WMU Essential Studies Course Review and Approval Committee – 16 February 2026
4. **Reports of Officers**
 - a. Chair Report – Suender
 - b. Ex Officio Report – Hahn
 - c. WMU Essential Studies Executive Advisory Committee Report – Allen
5. **Reports of University Representatives**
 - a. WMU Essential Studies Interim Faculty Director Report – Allen
 - b. Curriculum Manager Report – DeChano-Cook
6. **Unfinished Business**
 - a. Review Committee Charges – Suender
 - b. Assessment Plan Best Practices
 - I. Getting it Right the First Time
 - II. Good Assessment Plans
 - III. Common Mistakes
7. **New Business**
 - a. Course Proposal Tips – Suender
8. **Announcements**
9. **Adjournment**