

WMU Faculty Senate
Undergraduate Studies Council (USC) Charges

David Rudge will serve as the Faculty Senate Executive Board representative.

In addition to its specific responsibilities listed in the Undergraduate Studies Council's role statement and the work of its standing committees if such exist, the Faculty Senate Executive Board charges the USC to consider, as a committee of the whole or through the appropriate committee or task force, the following:

2026-27 Charges

1. Review, act, and vote on each undergraduate curriculum proposal that comes before the USC within 30 days and submit decisions to the WMU electronic curriculum system as well as include decisions in the council minutes.
2. In collaboration with the Graduate Studies Council and the Professional Concerns Committee, but under the direction of the Academic and Information Technology Council, review existing and emerging policy and provide best practices pertaining to integrity of academic assessment especially focused on changing technology and online education. Conclude the initiative by producing a report to the Executive Board or a Memorandum of Action.
3. In collaboration with the Graduate Studies Council examine best practices of peer institutions in order to create a Memorandum of Action recommending changes to the WMU grading scale, and establish an implementation plan.
4. In collaboration with the WMU Essential Studies Executive Advisory Committee, review the WMU Essential Studies requirements, particularly the implementation of the student learning outcomes "Develop Sensitivity to Diversity and Inclusion" (DIL) and "Develop Practices for Planetary Sustainability" (PSL), which are not part of any of the 12 categories of courses.
5. Coordinate with the Experiential Learning Committee, and the Transfer of Credit Committee including providing a USC liaison to each, recruitment of membership, providing changes, monitoring accomplishments, and ensuring a year-end report is submitted on time.
6. Review the scope and description of the council's role statement and assess the effectiveness of the council's practices.
7. At the annual April USC meeting, the council members must review the draft year-end report, to be submitted to the Faculty Senate office, by the council chair no later than May 30.

8. Address any continuing or outstanding issues or initiatives as directed by the Faculty Senate Executive Board, members of the council, faculty, and/or academic administrators. Conclude the initiative by producing a report to the Executive Board or a Memorandum of Action.

NOTE: The USC will seek information from the office of the Curriculum Manager and related administrative offices to maintain communications with those offices on issues directly related to them. Council recommendations are to be submitted to the Executive Board in the form of a memorandum of action (MOA) on which the recommendation(s) is/are stated. Draft MOAs should be submitted using the [MOA](#) template.

REPORTING: The USC chairperson shall provide a written report of the council's accomplishments and progress for the year; list the above charges noting each item's progress and current status; any other activities undertaken; and draft charges for the 2027-28 academic year, no later than May 30, 2027. Reports should be submitted using the [Year-End Report](#) template.