
Undergraduate Studies Council**Minutes of 14 April 2026****Call to Order**

The regular meeting of the Western Michigan University Faculty Senate Undergraduate Studies Council was called to order at 3:01 p.m. on 14 April 2026, via Webex, by Bret Wagner, chair.

Members Present: Jessica Birnbaum, Jessica Cataldo, Carrie Cumming, Lisa DeChano-Cook, Kerry Hegele, Dave Karowe, Irma Lopez, Dylan McGlothlin, Diane Riggs, Priyanka Sharma, Bret Wagner

Members Absent: Mert Altihan, Natalio Ohanna, Yuanliang Sun

Advisory Members Present: Tomika Griffin-Brown, Coleen Stano

Ex Officio: David Rudge

Quorum

A quorum was present with 12 members in attendance, of the eight members needed to establish a quorum.

Agenda

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

Minutes

[MOTION] It was moved by Riggs, seconded by Rudge, to approve the 17 March 2026 minutes as presented. The motion carried unanimously.

Reports of Officers

Chair Wagner did not provide a report.

Ex Officio Rudge reported that elections for chair, vice-chair, and secretary for USC will be held in the fall.

Reports of University Representatives

DeChano-Cook, Curriculum Manager, did not provide a report.

Griffin-Brown Academic Advising report stated that 26,000+ advising appointments have been made this semester so far. Navigators are working to get remaining students an advising appointment to register for fall courses. End-of-semester advising alerts going into fall will go out shortly after final grades are submitted.

Reports of Standing Committees

Cataldo Transfer Credit Committee report included a draft of the Year-end Report. It has been submitted to Wagner. Transfer Resource Guide was finished and shared with the Executive Board. The Executive Board expressed concern over formatting and accessibility. There is some confusion as to where it should live: the Registrar's website or the Transfer Credit Committee.

Ex Officio Rudge Experiential Learning Committee report included that at the next meeting Rudge cannot continue as chair since he was elected as VP. Experiential Learning Committee (ELC) will hold elections in the fall. ELC will focus on service learning in the creation of an MOA-26/09: *Revision of Service-Learning Course Approval Procedures*, which is to simplify the process used to approve service-learning course designation.

New Business

Curriculum Proposal: Sport Psychology (SPPN)

[MOTION] It was moved by Rudge, seconded by Karowe, to approve the proposal. The motion carried unanimously.

MOA-26/09: *Revision of Service-Learning Course Approval Procedures*

- Service Learning is now under Experiential Learning. The Office of Service Learning will provide the initial vetting step and will pass it on to the Experiential Learning Committee, which is made up of faculty members, for final approval. This means the Experiential Learning Committee will be a permanent committee because this is an ongoing process.
- The MOA was created in collaboration with Shawn Tenney, Service-Learning Director.
- A similar procedure will be created for experience-driven learning.

[MOTION] It was moved by Rudge, seconded by Cataldo, to approve the MOA following approval by the Experiential Learning Committee. The motion carried unanimously.

Lopez joined the meeting at 3:50 p.m.

Unfinished Business

MOA-25/10: Establish Minimum Undergraduate Credits in a Major or Minor Earned at WMU

- The feedback from Faculty Senate was that a student could get a degree in a second major, third major, minor, etc. without taking courses from a WMU instructor. It was also suggested that departments can choose a higher number of credit hours but cannot go below the minimum.
- This is built on the College of Arts and Sciences' current requirements. It does not address second majors, minors, etc. The College of Business has a similar requirement that has higher credit minimums. 2025-26 catalog: "Transfer Courses: With departmental approval, transfer courses from four-year schools (and appropriate lower division courses from junior or community colleges) may be included in majors and minors. However, at least 50 percent of any Haworth College of Business major and at least 50 percent of any business minor, with the exception of the General Business minor which requires 33 percent, must be completed through Western Michigan University."
- It was proposed to have the minimum apply to all (9 credits) majors and (6 credits) minors.

[MOTION] It was moved by Rudge, seconded by Riggs, to approve the MOA as amended. The motion carried unanimously.

MOA-26/07: Revision of Undergraduate GPA Revision Policy

[MOTION] It was moved by Rudge, seconded by Karowe, to approve the MOA as presented. The motion carried unanimously.

MOA-26/08: Revise Undergraduate Catalog Course Grades and Grading System Credit/No Credit Policy at Approved International Institutions

[MOTION] It was moved by Rudge, seconded by Karowe, to approve the MOA as presented. The motion carried unanimously.

Announcements

None.

Adjournment

[MOTION] It was moved by Riggs, seconded by Hegele, to adjourn the meeting at 4:18 p.m. The motion carried unanimously. The Undergraduate Studies Council will meet next in the fall 2026 semester.

Approval

Submitted by Dylan McGlothlin, Secretary

Minutes were approved on 8 September 2026