
**Undergraduate Studies Council
Minutes of 10 January 2023**

Call to Order

The regular meeting of the Western Michigan University Faculty Senate Undergraduate Studies Council was called to order at 3 p.m. on 10 January 2023 via Webex video conferencing by Diane Riggs, chair

Roll Call

Members in Attendance: Said Abubakr, Carrie Cumming, Clifton Ealy, Lori Gray, Irma Lopez, Dawn Mason, Diane Riggs, Bruna Louise Silva, Scott Slawinski, Sue Steuer, Nicolas Witschi

Members Absent: Jessica Birnbaum, Carly Hagins, Sam Longlet, Susan Piazza, Jill Rowe

Advisory Members Present: Colleen Stano, Edwin Martini

Ex Officio: Lisa DeChano-Cook

Guest: Marcellis Zondag, Associate Professor, Marketing

Quorum

A quorum was present.

Agenda

An amendment was made to add the election of new members to the Transfer Credit Subcommittee to New Business. It was moved by Abubakr, seconded by Gray, to accept the agenda as amended. The motion carried unanimously.

Minutes

It was moved by Slawinski, seconded by Gray, to approve the 6 December 2022 minutes as presented. The motion carried unanimously.

Reports of Officers

Chair Riggs reported on the curriculum process which included a revised check list for proposals. Chair Riggs noted that USC needs to be clear which items are directly USC's responsibility and note errors in proposals, especially in catalog copy. Chair Riggs will be giving a presentation about USC's activities at the 2 February 2023 Faculty Senate meeting.

Ex Officio DeChano-Cook did not provide a report.

Ealy left the meeting at 3:16 p.m.

Martini joined the meeting at 3:35 p.m.

Lopez joined the meeting at 3:40 p.m.

Witschi joined the meeting at 3:47 p.m.

Reports of University Representatives

Witschi reminded USC that to be eligible for fall catalog, all relevant signatures must be in place on curriculum proposals by 31 December. Curriculum access will be unavailable after 31 December. New templates for proposals will be installed in January for future proposals.

Martini reported that retention has increased for undergraduates. Student Success Services are doing final testing and training to make the process more streamlined and transparent. It will be available to advisors and staff on 13 February 2023. The Student concern form is being revised.

Unfinished Business

The following proposals were postponed at the December 2022 meeting and are again postponed since the catalog copy has not yet been received:

- Bachelor of Arts in Organizational change and Development
- Sport Management: Recreation
- Sport Management: Sport Management

The following proposals were presented by Zondag and voted on as a package. It was moved by DeChano-Cook, seconded by Cummings, to approve the following proposals as presented. With one abstention the motion carried.

- Integrated Supply Management Major (ISUJ)
- Supply Chain Management Major
- Supply Chain Management Minor

The following proposals were voted as a package. The vote was on approving the added catalog copy, as discussed at the USC December meeting. It was moved by Abubakr, seconded by DeChano-Cook, to approve the following proposals as presented. The motion carried unanimously.

- Entrepreneurship Major (ENTJ)
- ESport Minor
- Food Marketing Major
- Music Theatre Performance Certificate

New Business

Mitchell Kyle and Robert Bensley were nominated to the Transfer of Credits Committee. It was moved by DeChano-Cook, seconded by Slawinski, to elect Kyle and Bensley to the TCC. The motion carried unanimously.

Announcements

None.

Adjournment

It was moved by Abubakr, seconded by Mason, to adjourn the meeting at 4:05 p.m. The motion carried unanimously. The Undergraduate Studies Council will meet next on 14 February 2023 at 3 p.m. via Webex.

Approval

Submitted by Lisa DeChano, substitute for Susan Piazza, Secretary

Minutes approved on 14 February 2023.