

**WESTERN MICHIGAN UNIVERSITY  
FACULTY SENATE  
WMU ESSENTIAL STUDIES EXECUTIVE ADVISORY COMMITTEE  
Minutes of 7 August 2018**

**Members Present:** Leigh Ford, Yvonne Ford, Decker Hains, Kevin Knutson, Ed Martini, Elke Schoffers, Sarah Summy

**Members Absent:** Staci Perryman-Clark, Delores Walcott

**Ex Officio Member Present:** Suzan Ayers

**Advisory Members Present:** Jeanne Baron, Mervyn Elliott, Marilyn Duke, Matt Provenzale, Dave Reinhold

**Advisory Member Absent:** Carrie Cumming

Committee Chair Sarah Summy called the meeting to order at 1 p.m.

**PROCEDURAL ITEMS**

*Acceptance of the Agenda*

A motion was made by Ayers, seconded by Hains, to approve the agenda as provided. Motion carried.

*Approval of the 31 July 2018 minutes*

A motion was made by Hains, seconded by Ayers, to approve the minutes as provided. Motion carried.

*Chair's Remarks*

Summy's comments included several questions that have been raised during meetings with faculty groups as follows:

- Should courses with multiple sections require each section to assess the same student learning outcomes and use the same assessment tools? Discussion was held and the committee determined that multiple section courses should assess the same student learning outcomes with the same assessment tools.
- The issue of the qualitative statements for the "real world issue" engagement for foundational courses and perspectives for connections courses was discussed in regards to where it should be addressed. The committee determined to add the MOA language to the online course submission with an accompanying question asking how faculty proposed to address this topic.
- High credit hour programs and current waivers were discussed. There are currently approximately 16 waivers campus wide. The committee will form a subcommittee to formulate a draft policy for future waivers/exceptions/accommodations/equivalencies, which will be provided as a recommendation to the Faculty Senate Executive Board. The committee determined that student learning outcomes will have to be met in the course that applies for a waiver.
- Discussion was held concerning types of general education courses currently offered being used as gateways/weeders for acceptance into majors.

**DISCUSSION/INFORMATION ITEMS**

*Webpage Update*

The webpage was previewed with the model, category, outcomes, and rubrics interactively presented. A few corrections were made but functionality was determined to be very good. The program logo will need to be edited and institutionally approved. Discussion was held regarding instituting the marketing/advertising working group to start the work to suggest graphics, catch phrases, etc. It was suggested that the online submission training dates be added to the webpage.

*Course Review and Approval Checklist Update*

Topic postponed to the next meeting.

*WMU Essential Studies Course Review and Approval Committee*

Topic postponed to the next meeting.

**ADJOURNMENT**

The WMU Essential Studies Executive Advisory Committee will meet next on 21 August 2018 from 1 p.m. to 2:30 p.m., in the Bernhard Center, President's Dining Room. Chair Sarah Summy adjourned the meeting at 2:32 p.m.

Submitted by: Mervyn Elliott, Director, WMU Essential Studies