
**WMU ESSENTIAL STUDIES COURSE REVIEW AND APPROVAL COMMITTEE
Minutes of 10 January 2022**

Call to Order

The regular meeting of the Western Michigan University Faculty Senate WMU Essential Studies Course Review and Approval Committee was called to order at 10:05 a.m. on 10 January 2022, via Webex video conferencing by Colleen Stano, chair.

Roll Call

Members Attending: Kirsty Eisenhart, Beth Ernst, Dana Hammond, Michele McGrady, Kathryn Wagner, Carol Weideman

Members Absent: Gina Kling, Matilda McLean, Kathryn Thomsen

Advisory Members Attending: Nick Gauthier, Anthony Helms, Melinda Lockett, Richard McMullen, Colleen Stano, Sharon VanDyken, Nicolas Witschi

Advisory Members Absent: Diana Blouin, Shannon Myers

Ex Officio Absent: Decker Hains

Guest: Randy Ott, Merze Tate

Quorum

A quorum was present.

Agenda

It was moved by Ernst, seconded by McGrady, to accept the agenda as presented. The motion carried unanimously.

Minutes

Approval of minutes was postponed.

Reports of Officers

Chair Stano did not provide a report.

Due to the absence of Ex Officio Hains no report was provided.

Reports of University Representatives

Interim WMU Essential Studies Director Witschi reported a 75% response rate for the Cyclical Review courses.

Academic Collaboration Director Ott encouraged the committee to urge colleagues to complete the review process.

Reports of Council/Committee Standing Committees

None.

Unfinished Business

Discussion was held regarding the potential of a WMU Essential Studies exception on behalf of Nursing. It was determined that potential steps to review a proposed exception include a review of the nursing exam and a list of transfer courses. Ernst requested continuation of the discussion at the next meeting with a nursing faculty representative. Lockett will review how to proceed and the needed information for evaluation.

New Business

Chair Stano led a discussion regarding the use of Consent Agenda for the committee. The committee agreed that proposals with simple changes such as, but not limited to, title changes, catalog corrections, or deletions, would be appropriate for inclusion on a consent agenda.

Chair Stano proposed a plan for the Cyclical Review Process. The committee will be divided into two teams whereas one team would focus on the review cycle while the second team would focus on new course proposals.

Witschi described the process of how the committee will use Curriculog for the review process. Individuals may provide comments in Curriculog as well as complete the forms in Teams. It was agreed that feedback should be specific and serve as a guide to the course proposer. Discussion was held regarding the role of the review process. It was noted that the committee does not determine if a course is removed from WMU Essential studies, but serves to provide recommendations for improvements. Witschi also reported that Curriculog is not yet ready for WMU Essential Studies new course proposals.

Announcements

None.

Adjournment

It was moved by Eisenhart, seconded by Ernst, to adjourn the meeting at 10:47 a.m. The motion carried unanimously. The WMU Essential Studies Course Review and Approval Committee will meet next on 21 February 2022, at 10 a.m. via Webex video conferencing.

Approval

Submitted by Carol Weideman, Secretary

Minutes approved this twenty-first day of March 2022.