
**Undergraduate Studies Council
Minutes of 10 May 2022****Call to Order**

The regular meeting of the Western Michigan University Faculty Senate Undergraduate Studies Council was called to order at 3:05 p.m. on 10 May 2022 via Webex video conferencing by Diane Riggs, chair.

Roll Call

Members in Attendance: Jessica Birnbaum, Carrie Cumming, Kristal Ehrhardt, Lori Gray, Irma Lopez, Dawn Mason, Diane Riggs, Scott Slawinski, Sue Steuer, Nicolas Witschi

Members Absent: Clifton Ealy, Colin MacCreery, Jill Rowe

Advisory Members Present: Betsy Drummer

Advisory Member Absent: Edwin Martini

Ex Officio: Sarah Summy, Faculty Senate President

Guests: Steve Eberth, Occupational Therapy

Quorum

A quorum was present.

Agenda

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

Minutes

It was moved by Ehrhardt, seconded by Gray, to approve the 12 April 2022 minutes as presented. With one abstention the motion carried.

Reports of Officers

Chair Rigg welcomed members and guests. She recapped major events from this academic year, including the development of the USC Decision Tree. Chair Riggs recommended that the council use the Decision Tree more frequently in the upcoming 2022-23 academic year.

Faculty Senate President Summy reported that once the new Executive Board is seated a USC Ex Officio will be selected. She thanked the USC members for the important work completed by the council.

Reports of University Representatives

Due to Martini's absence no report was provided.

Interim Curriculum Manager Witschi reported that a soft launch of Curriculog had been successful. WMU staff and faculty has been positive. Witschi is finalizing minor changes to Curriculog. He is creating rudimentary handbooks on creating curriculum proposals and reviewing proposals using Curriculog. The intent is to have training sessions for faculty in fall 2022. Full implementation of Curriculog is scheduled for fall 2023.

Reports of Council/Committee Standing Committees

Cumming did not provide a report of the Transfer of Credit Committee.

Unfinished Business

Due to Ealy's absence the council year-end report was postponed. President Summy will coordinate with the Faculty Senate office to ensure the council has the information needed to complete the year-end report.

New Business

Eberth presented a summary of the USC_CHHS3-22_OT_ChangeTitle-OTBachelor-Assistant.Fall23 curriculum proposal and addressed questions. It was moved by Witschi, seconded by Lopez, to approve proposal USC_CHHS3-22_OT_ChangeTitle-OTBachelor-Assistant.Fall23 as presented. The motion carried unanimously.

Announcements

None.

Adjournment

It was moved by Steuer, seconded by Mason, to adjourn the meeting at 3:27 p.m. The motion carried unanimously. The Undergraduate Studies Council will meet next in September the date is yet to be determined.

Approval

Submitted by Kristal Ehrhardt, Secretary

Minutes approved on 13 September 2022.