

12 April 2023

**TO:** **Professional Concerns Committee Members:** John Jellies, Timothy Palmer, Karen Schieman, Elizabeth Terrel, Rena VanDerwall  
**Ex Officio:** John Jellies  
**Advisory Members:** Joseph Erskine, Eric McConnell (substituting for Kathy Mitchell)

**FROM:** John Miller, chair

**Professional Concerns Committee  
AGENDA**

Wednesday, 19 April 2023, 12:30 to 1:30 p.m.

Webex: <https://wmich.webex.com/wmich/j.php?MTID=m64d9b6da62348cbd90858ae8ff947109>

1. **Call to Order**
2. **Acceptance of the Agenda**
3. **Approval of Minutes**
  - a. Professional Concerns Committee – 15 March 2023 minutes
4. **Reports of Officers**
  - a. Chair Report – Miller
  - b. Ex Officio Report – Jellies
5. **Reports of University Representatives**
  - a. Office of Student Conduct – Erskine
  - b. Office of the Ombuds – McConnell
6. **Unfinished Business**
  - a. Committee Practices and Effectiveness – Miller/Terrel
  - b. Memorandum of Action 20/03: Syllabus Template – Miller
  - c. Faculty Training – Miller/Palmer/VanDerwall
7. **New Business**
  - a. Election of Professional Concerns Committee Officers – Jellies
  - b. Mode and Location for 2023-24 Professional Concerns Committee Meetings – Jellies
  - c. Professional Concerns Committee 2022-23 Annual Report - Miller
8. **Announcements**
9. **Adjournment**