

**WMU Faculty Senate**  
**WMU Essential Studies Course Review and Approval Committee**  
**Charges for 2023-24**

Decker Hains will serve as the Faculty Senate Executive Board representative on the WMU Essential Studies Course Review and Approval Committee

1. Complete all incoming and ongoing reviews for new and revised WMU Essential Studies courses following the schedule and deadlines established in Memorandum of Action-23/01: Recommended Revisions of General Principles of Curriculum Change.
2. Complete all WMU Essential Studies cyclic reviews for the following course categories: Global Perspectives, Artistic Theory and Practice, Personal Wellness, and Quantitative Reasoning prior to end of the 2023-24 academic year.
3. At the annual March WMU Essential Studies Course Review and Approval Committee meeting, review the draft year-end report to be submitted to the WMU Essential Studies Executive Advisory Committee, by the committee chair no later than 1 June.
4. Work with the WMU Curriculum Manager, and the WMU Essential Studies Executive Advisory Committee to provide continual improvement of WMU Essential Studies processes.
5. Participate in planning for the 2024-25 WMU Essential Studies Comprehensive Review.

**NOTE:** The WMU Essential Studies Course Review and Approval Committee is expected to keep the WMU Essential Studies Executive Advisory Committee apprised of progress. The Faculty Senate Executive Board should also be notified of substantive procedural issues addressed by the committee. Committee recommendations are to be submitted to the WMU Essential Studies Executive Advisory Committee and the Executive Board in the form of a memorandum of action (MOA) on which the recommendation(s) is/are stated. Any draft MOAs should be submitted using the MOA template.