



29 May 2018

**TO:** **WMU Essential Studies Executive Advisory Committee:** Mervyn Elliott, Leigh Ford, Yvonne Ford, Decker Haines, Kevin Knutson, Ed Martini, Staci Perryman-Clark, Elke Schoffers, Delores Walcott  
**Ex Officio Member:** Suzan Ayers, Faculty Senate Executive Board  
**Advisory Members:** Jeanne Baron, Carrie Cumming, Marilyn Duke, Matt Provenzale, Dave Reinhold

**FROM:** Sarah Summy, Committee Chair

**WMU Essential Studies Executive Advisory Committee  
AGENDA**

Tuesday, 5 June 2018  
1 to 2:30 p.m. Bernhard Center – Faculty Lounge

**A. Procedural Items**

1. Acceptance of the Agenda
2. Approval of Minutes – 22 May 2018
3. Chair's Remarks

**B. Discussion/Information Items**

1. WMU Essential Studies Director Job Description
2. Electronic Curriculum Submission Form
3. Structure and Policy for Course Approval

**C. Other**

**D. Adjournment**

Next Meeting Date: June 19, 2018