

## Educational Policies Committee

### Minutes

05/27/2010

Members Present: C. Works, T. Stearns, M. Milligan, S. Cabaniss, L. Morrow, T. Lease, S. Cunningham, M. Clark, L. Lee, A. Boyar

Liaisons Present: E. Sundberg

1. The meeting was called to order.
2. The Agenda was approved.
3. 5/13/10 minutes were approved with the correction to use Nickel in place of Nichols in three places on page 2. Also added under #7 Linguistics... on page 3:

Stearns said it was endorsed by the English Department. Motion to approve.  
Approved unanimously.

The minutes from 4/29/10 will be available at the next EPC meeting.

### REPORTS:

Chair of EPC: CW reported that there are some unfinished Program Reviews and the new EPC chair would have to make assignments in the fall. ES said she will update the spreadsheet of reports due and the new round. CW reported that the Provost was still committed to the "memorandum of understanding" to meet with departments after receiving the letter from EPC. ES added that it had been decided by the deans that after the Provost meets with the department, the school dean and department chair will meet and forward final recommendations to the Provost: 1. Which things can be done within the current resources of the department; 2. those things needing support from the school and the feasibility of that; and 3. things for which there are no resources. EPC should develop a template of how to proceed. In addition, EPC needs to update the self-study template in response to issues such as diversity and retention. It was suggested there be some sort of follow up to the EPC letters.

CW also reported that the proposed "3-unit Policy" language was not clear. There was a discussion about whether or not to bring it forward to the Senate since there was only one more meeting and no chance for a second reading on a different day. It was decided to keep it on the next Senate agenda in order to solicit feedback for the GE Subcommittee.

### BUSINESS ITEMS:

1. NoGAP courses. D. Smith explained changes (attached to agenda) to the original proposal including instructor experience, oral and written components and seminar. He distributed an additional handout, "Univ 399A and Univ 399B Notes" (attached). There was discussion about funding the courses if the grant was not renewed and about offering them for no unit credit. There was considerable discussion about offering baccalaureate credit for this type of course.

Motion to table (TS). Second (MM). Fails.

Motion to postpone to next EPC meeting (SC). Second (LM). Passed.

2. GE forms. R. Laney reported that the attached forms settled the question of the role of the school curriculum committee.

Motion to approve new GE Course Modification Form (LM). Second (TL). Passed.

Motion to approve new GE Course Proposal Form (MC). Second (LM). Passed.

RL explained that in order to change units, a department must use a Course Modification Form. Otherwise, they should use a Course Review Form. The GE Subcommittee asked all Arts and Humanities departments to submit their courses for review next fall. RL explained that all proposals would go to the A&H Curriculum Committee first and then to the GE Subcommittee. If a change is significant, a department may need to use the Course Modification Form. TL pointed out that there is no formal process to “decertify” a GE course.

Motion to approve the Course Review Form (TL). Second (TS). Passed.

There was some discussion of the need for the chair of the GE Subcommittee to have one course release each semester. CW to discuss with Exec. Comm.

3. EPC forms, written statements and curriculum guide. CW referred to the EPC Revision Form attached to the agenda. It is the responsibility of the school curriculum committee to obtain the signatures of the affected chairs.
4. GSS. M. Purser distributed two handouts (attached). She went over the Report to EPC handout and pointed out that a serious area of concern was the role of graduate coordinators. Often they are paid with state funds and yet do work for Extended Education and self-support programs. Another concern is that graduate applicants are turned away due to lack of resources. Finally she pointed out that graduate students are not factored into the faculty/student ratios. The second handout listed all of the graduate programs and their support status.
5. Motion to thank CW for her work as EPC chair this year (SC). Second (MC). Passed.

Meeting adjourned

Minutes submitted by S. Cabaniss.