

AGENDA
Educational Policies Committee
February 1, Via Zoom
3:00 p.m.

1. Approval of Minutes – November 16, 2020
2. Approval of Revised Minutes – November 02, 2020
3. Approval of Agenda
4. Old Business
 - a. Psychological Science PhD proposal – how to proceed?
 - b. 2nd major subcommittee report
5. New Business
 - a. GPC/CUP flow to EPC (program proposal review process)
 - b. 5.1.1.1 ratio update
 - c. APR subcommittee

Future meeting topics

- Rural Leadership PhD proposal
- Kinesiology and Exercise Science PhD proposal
- Administration of Outdoor Recreation and Nature Based Tourism Master's proposal

MINUTES
Educational Policies Committee
February 1, 2021
Via Zoom
3:00 p.m.

Present: B. Canfield (chair), J. Cantrill, G. Logan, C. Johnson, K. Johnson, D. Kapla, J. Leonard, J. Thompson, L. Warren, R. Winn

1. Approval of Minutes – November 16, 2020

- a. C. Johnson moved to approve. J. Thompson & D. Kapla seconded. All in favor.

2. Approval of Revised Minutes – November 02, 2020

- a. D. Kapla moved to approve. R. Winn seconded. All in favor.

3. Approval of Agenda

- a. The committee proposed the following changes to the agenda:
 - i. Additions
 - 1. Old Business: 2nd major committee report
 - 2. New Business: GPC/CUP flow to EPC (program proposal review process) & APR subcommittee
 - ii. The following agenda items were moved to future meeting topics because the proposals were not yet available for the committee to review
 - 1. Rural Leadership PhD proposal
 - 2. Kinesiology and Exercise Science PhD proposal
 - 3. Administration of Outdoor Recreation and Nature Based Tourism Master’s proposal
- b. C. Johnson moved to approve amended agenda. D. Kapla seconded. All in favor.

4. Old Business

- a. Psychological Science PhD proposal – how to proceed?
 - i. The new materials for the proposal were not available for the committee to review before the February 1st meeting. The proposal will be discussed at the committee’s next meeting on February 15, 2021
- b. 2nd major subcommittee report
 - i. The committee will hear the 2nd major subcommittee report at a future meeting

5. New Business

- a. GPC/CUP flow to EPC (program proposal review process)
 - i. B. Canfield met with Frankie McCormick, GPC chair, and Norma Froelich, Senate Chair, to discuss flow of proposals through the necessary reviewing bodies
 - ii. Proposed Process:
 - 1. Feb 1: New Program Pre-Proposal to EPC (all new programs should go through the pre-proposal process to ensure new resources are not required)

2. EPC makes recommendation to proposing department with GPC/CUP copied by end of semester (also informing senate)
 3. Provost makes approval decision for moving forward
 4. CUP/GPC receive full approved proposals in the fall
 5. Final proposals are distributed to senate and EPC simultaneously as they exit GPC/CUP
- iii. Information Needed on Pre-Proposals:
 1. List/grid of courses including hours, teaching load, etc.
 2. Financial report from Matt Franti, Director of Budget & Finance
 3. Market Analysis
 4. Rationale for financial investment
 5. Best, worst, most likely financial/enrollment scenarios
 6. Plans for phase-out if program does not meet benchmarks
 7. Impacts/interactions of new program with current programs
 - iv. Codify the pre-proposal/proposal process. Possible mediums include:
 1. The EPC webpage
 2. The Academic Affairs webpage
 3. University policy and procedures database
 4. EPC contractual language similar to departmental bylaws: "refer to the EPC guidelines for the pre-proposal/proposal process"
 - v. Pre-proposal process & revitalizing Academic Program Review (APR)
 1. Concerns regarding the workload of EPC if pre-proposal process and APR are started at the same time
 2. APR could be reimagined to have reports due at the beginning of the fall semester
 3. New programs could be evaluated through a process similar to APR
 - vi. B. Canfield will meet with GPC, CUP, and Senate Chairs to create a timeline/workflow for pre-proposals/proposals
 1. Recommendation that Finance be included in the discussion as well
- b. 5.1.1.1 ratio update
 - i. The committee will discuss the 5.1.1.1 ratio update at a future meeting
 - c. APR subcommittee
 - i. B. Canfield noted that Provost Kerri Schuiling is in support of revitalizing APR for the fall 2021 semester
 - ii. The committee will discuss the creation of an APR subcommittee at a future meeting

Meeting was adjourned at 5:04 p.m.