

AGENDA
Educational Policies Committee
April 15, 2019
604 Cohodas
3:00 p.m.

1. Approval of Minutes – April 1, 2019
2. Approval of Agenda
3. Old Business
 - a. EPC reform: update from EPC Reform committee
 - b. APR: Revisit APR Review Notes from 2-20-17. (see Share site under 2016-17 documents.)
4. New Business
 - a. Budget template for new programs. See examples in graduate program proposals from Math and Speech-Language Pathology

Topics for consideration in 2018-19:

1. Evaluation of course fees and the 16-credit plateau for full-time, flat rate tuition.
 - Effect on revenue
2. Demographic trends
3. Diversity, Enrollment, Recruitment & Retention

EPC Minutes
April 15, 2019

Present: L. Putman (chair), C. Johnson, R. Winn, B. Canfield, M. Robyns, J. Leonard, C. Kirk, D. Kapla, J. Cantrill

1. Approval of Minutes – April 1, 2019

C. Johnson moved to approve. J. Cantrill seconded. All in favor.

2. Approval of Agenda

C. Johnson moved to approve. D. Kapla seconded. All in favor.

3. Old Business

a. EPC reform: update from EPC Reform committee

Instead of creating an MOU, make the changes identified by EPC and reform committee a part of the negotiation process. The EPC Reform Committee will finalize the language for contract negotiations.

b. APR: Revisit APR Review Notes from 2-20-17. (see Share site under 2016-17 documents.)

L. Putman emailed Provost K. Schuling, she would be open to suggestions EPC has for APR. Overall, EPC agreed on the following suggestions to improved APR:

- APR should be done by department, not by program.
- A service component should be included, not just majors in each department. Service includes General Education and other services. How does this department contribute to the mission of the university?
- APR needs to be evidence based to match HLC accreditation.
- External reviews should be included in the process with better direction for those reviewers. A review and update of the directions for external reviewers needs to be done.
- Include a strategic planning aspect. Questions to answer include: Where does the department want to be before the next APR? How is the department going to address weaknesses identified given their strengths and opportunities?
- APR should be coordinated with accreditation. To simplify the process for departments, they can offer accreditation documents with an executive summary if their accreditation fits with what APR is looking for.
- Scholarship to be included.
- EPC would like to receive an overview of the academic departments each year. This list would come from Jason Nicholas in Institutional Research.
- Invite a few of the SRA Academic Task Force members to discuss the positives and negatives of SRA and what should be included in APR.
- Possibly introduce a comparative function to APR

L. Putman will give K. Schuling some general statements about what EPC wants to do

with APR. If approved, she will ask to form a subcommittee to discuss the changes needed to be made to APR. L. Putman will write up suggestions and email to group for comments before sending to K. Schuiling.

4. New Business

a. **Budget template for new programs. See examples in graduate program proposals from Math and Speech-Language Pathology**

EPC reviewed the above mentioned examples to establish what data is needed for EPCs review. EPC came up with the following information to include on new program budget templates and supporting documents:

- Documents supporting the market analysis and assumed number of students.
- Scenario planning for bad, moderate, and good situations.
- Create a cap for the program. Include consequences for having too little or too many students for the program.
- Benchmarks
- Cost-Revenue Analysis
- Revenues from SCH, grant monies, patients, and students contracted to other agencies.
- New faculty and staff members needed to teach and support the program.
- Plans for a teach-out if the program is not meeting our intended needs. Review the program after three years to determine future.
- For graduate degree programs: What are these students bringing to campus? Will this program offset the costs of undergraduate education? An example would be graduate assistants teaching courses.
- Ability to go back to department for clarification.

L. Putman will contact GPC & CUP in order to establish forms for EPC.

Meeting was adjourned at 4:53 p.m.