

**EPC Annual Report  
2014-2015**

**Membership:**

AAUP: Brent Graves, Helen Kahn, Chris Kirk, Jill Leonard, Amy Orf, Lesley Putman (chair), Joel Thompson

Admin: Michael Broadway, John Centko, Chunju Chen, Brian Cherry, David Rayome, Kerri Schuiling Leslie Warren

**Meeting Dates:**

9/15/14, 9/29/14, 10/13/14, 10/27/14, 11/10/14, 11/24/14  
2/2/15, 2/16/15, 3/16/15, 3/30/15, 4/13/15, 4/27/15

All meetings were scheduled for Mondays from 3:00 to 5:00 pm.

During this year, Paul Lang was the Provost during the Fall Semester, then Lesley Larkin took over as Interim Provost for the rest of the academic year.

**A. Presentations:**

- a. **Deans of each College** presented the scorecard analysis for their college: Health Sciences and Professional Studies (K. Schuiling), College of Arts and Sciences (M. Broadway), College of Business (David Rayome), College of Academic Information Services (L. Warren)
  - i. All presentations are posted on the EPC web site.
  - ii. The scorecard analyses only include first majors because that is used in the report to the state and federal governments. A total contribution report was also prepared for all the colleges and it included second majors. A different picture emerges for departments like Modern Languages when second majors are included.
- b. **S. Neihiesel and D. Hall** came and gave a presentation on Enrollment and Marketing.
  - i. The committee thought it would be a good idea to have a presentation on enrollment each fall.
- c. **President Erickson** came to answer the question “on what basis do we approve positions?”
  - i. The answer was: enrollment + other factors.
  - ii. He presented data from which he concluded that there has been a significant increase in reassigned time for faculty. (It was later discovered that the older data didn’t count FTETF the same way therefore not an accurate representation.)
- d. **President Erickson and Gavin Leach** presented a financial overview of the University and how funds are used.
  - i. The committee thought it would be good to have the President and Gavin Leach come every fall to talk about the state of the University.

## **B. Staffing Issues**

### **a. Report on ERIP replacement plan (D. Kapla)**

- i. Reasons for replacements: mainly enrollment trends (i.e. number of majors) but also some cases to preserve a program, for example the MFA. This wasn't followed in all cases as seen in the Accounting Major where they ended up severely understaffed for the number of students they have. (4/13/15)
- ii. The \$1.5 M for the Academic Program Initiative and Academic Equipment Reinvestment Funds will be used up when current ERIP searches are done. We would have to borrow against next year's budget to hire additional faculty.

### **b. FTETF ratio (tenure/tenure track as a percentage of total FTETF).**

- i. B. Graves and D. Kapla worked on this. They determined the ratio to be 58.58%. It would require 6.4 additional tenure track positions to reach 60%. (11/10/14)
- ii. Brandon Canfield (guest from AAUP) also worked out the numbers and found the ratio to be 53.64%. Even if all full-time faculty are counted (include term and continuing faculty), the ratio only increases to 58%. (4/13/15)
- iii. A motion to recommend that the Provost come up with a strategy that would result in an increase of 6.4 tenure track faculty in the next year (compared to this year) was approved. (11/10/14)
- iv. In response to the motion, the Provost requested that EPC make recommendations regarding various strategies for maintaining a healthy faculty ratio. (3/30/15)
- v. A strategy for getting more tenure track faculty was proposed: give continuing contract faculty the opportunity to have their position converted to a tenure track position. There were some concerns voiced about this strategy. (4/27/15)

### **c. How EPC can provide feedback for staffing decisions**

- i. Develop guidelines or list of criteria that could be used for the administration to make decisions about replacing faculty.
  1. H. Kahn and L. Warren worked on modifying the "11 Criteria for Resource Reallocation" to be applicable to staffing decisions in general (i.e replacement, term extension, term to tenure track).
  2. A first draft was presented but there was not time for further discussion or approval.
  3. It was suggested that after EPC approves the criteria, the document should be vetted by the Academic Cabinet, Deans and Department Heads, and President's Council.
- ii. EPC discussed the time frame for staffing requests and how EPC could provide feedback. Currently, staffing requests are submitted by Departments

in the fall, but there was talk of moving the date to May. Members were willing to meet in the summer if that would allow EPC to give feedback before decisions were made.

- iii. EPC should be informed of staffing decisions. The Provost will give a report at each meeting about what staffing decisions were made or are in flux. L. Larkin started this practice during the Winter Semester.

### **C. Academic program review**

- a. Liaisons were assigned for the current APR cycle (2014-15). This is the status of each one:
  - i. Chemistry-L. Putman: Completed self-study, external review and department response.
  - ii. Computer Science-A. Orf: Self-Study completed. (Provost approved postponing the APR for Math/Math Ed.) (10/27/15)
  - iii. Nursing-B. Graves: They recently completed their accreditation process and asked if that was sufficient. The committee approved a motion that upon recommendation of the Dean, an accreditation report can be substituted for the APR self-study and reviewer's report. (10/13/14)
  - iv. Accounting-J. Thompson: Completed self-study and external review.
  - v. Criminal Justice-J. Centko: They hit some stumbling blocks, hope to finish self-study in summer.
- b. From previous APR cycles:
  - i. Psychology-B. Graves: They were unable to get an external reviewer. May have to do another self-study because it is getting out of date. (3/16/15)
  - ii. EEGS: EPC wrote a response to EEGS and forwarded it to the Provost. (11/24/15).
    - 1. Responses to EPC's recommendations were provided by Dean Broadway. (3/30/15)
  - iii. Health and Human Performance (HHP): EPC wrote a response to HHP and forwarded it to the Provost. (2/16/15)
    - 1. L. Larkin met with MJ Tremethic regarding EPC's recommendations and they prioritized their needs. (4/27/15)
  - iv. Finance- Self-study is completed and reviewer's report was submitted.
- c. Next APR cycle (2015-16): History and Philosophy, Economics, Sociology, Social Work, Management, Entrepreneurship
- d. It was evident that some changes need to be made in the APR forms and maybe the process. A current committee or new committee would need to consider this.

### **D. Other**

- a. **Updating EPC Bylaws**
  - i. B. Graves and K. Schuiling worked on updating the EPC bylaws from 1984.

- ii. There was a second reading and some corrections were made to the draft. They will be reviewed at the first fall meeting.

**b. Updated Mission Statement**

- i. EPC approved an updated Mission Statement for the School of Education (3/16/15).

**c. Request for a new tenure track position for a proposed major in Native American Studies.**

- i. EPC voted to make a recommendation to the provost to create a new tenure track position for Native American Studies. (4/27/15)