

**EPC Meeting Minutes**  
**October 29, 2012**

Present: H. Wallace, B. Graves, D. Buhl, C. Kirk, B. Sarjeant, A. Orf, D. Kapla, B. Cherry, P. Duby, J. Milkie, D. Walch, and David Lucas (guest)

**Approval of Minutes**

H. Wallace made a motion to approve the October 15, 2012, minutes as amended. A. Orf seconded. All in favor. Minutes approved as amended.

**Approval of Agenda**

B. Sarjeant made a motion to approve the tentative agenda. All in favor. Agenda approved as is.

**Business**

**Academic Program Review**

CNAS and HPER have been removed from the Academic Program Review schedule for this year. The Academic Program Review process states graduate programs should be reviewed. Much of the criteria do not fit well with graduate programs. The graduate programs in HPER and Criminal Justice will be reviewed next year. Criteria to assess graduate programs will be developed.

D. Lucas gave the Academic Program Review update on the Physics Department. The review is almost completed. The biggest issue the department is facing is finding a Program Reviewer to visit in February. He finds the template beneficial. November 15<sup>th</sup> the department will notify the Dean and Provost of when the external review will take place and also submit their self-study. December 1<sup>st</sup> the Provost will approve where the external review should be.

P. Duby will provide a demonstration on where data is found at the November 12<sup>th</sup> meeting.

C. Kirk will review the self-study assessments.

H. Wallace and A. Orf reviewed the Engineering Technology Academic Program Review recommendations. Their recommendations are to increase lab space, fill a vacant faculty position, and ask for additional funding to market the Engineering Technology program. After discussion, it was recommended the report be amended to include enrollment and retention information. Comments may be sent to H. Wallace who will then resubmit the report.

M. Broadway and B. Sarjeant reviewed the CAPS Academic Program Review recommendations. The recommendation to issue MAC computers to all CAPS students was discussed. B. Graves made a motion to approve the CAPS recommendations to the Provost. P. Duby seconded. All in favor.

**Good of the Order**

J. Milkie showed a poster Art and Design students designed for the Engineering Technology student group, SAE Baja, to take with them on a trip to Detroit.

B. Graves announced Assistant Provost, D. Kapla, was attending the meeting in P. Lang's absence. P. Lang is away on a recruitment trip to Korea.

C. Kirk asked if the committee would like Tawni Ferrarini to present an economic update at an upcoming meeting.

Meeting adjourned 4:07