

# **AGENDA**

## **Educational Policies Committee**

**Monday, September 9, 2013**

**604 Cohodas**

**3:00 p.m.**

- I. Approval of Minutes from Previous Meeting (April 29, 2013)**
- II. Approval of Agenda**
- III. Business**
  - A. EPC 2012-2013 Annual Report
  - B. Academic Program Review for 2013-2014
    - a. Psychology – Liaison – Jim Cantrill
    - b. EECS – Liaison – Jill Leonard
    - c. HPER – Liaison – Chris Kirk
    - d. Finance – Liaison – Bruce Sarjeant
  - C. APR Timeline Review
  - D. COB Comments on External Review and submit to EPC
  - E. Liaisons from EPC to work with APR departmental coordinators ASAP
  - F. Provost Update on Enhancement Positions for 2013-2014
  - G. Enhancement Position Requests for 2014-2015
  - H. Enrollment data – Deans Presentations
  - I. Fall 2013, EPC meeting schedule
- IV. Good of the Order**

**EPC Meeting Minutes**  
**September 9, 2013**

Present: H. Wallace (chair), B. Graves, D. Rayome, D. Kobie, L. Chen, J. Leonard, L. Warren, C. Kirk, M. Broadway, B. Cherry, L. Putman, B. Sarjeant, and A. Orf

**Approval of minutes from last meeting April 29, 2013:** No revisions.  
Minutes approved

**Agenda:** No comments  
Agenda approved

**Business:**

EPC 2012-13 annual report was delivered today and will be posted on the EPC web site.  
Questions/revisions will be handled at the next meeting.

**Academic Program Review for 2013-14:**

Programs to be reviewed this year and their EPC liaison are as follows: Psychology (Graves), EEGS (Leonard), HPER (Kirk) and Finance (Sarjeant). The Liaisons should contact the departments as soon as possible to make sure they are on schedule. Broadway: met twice with A&S heads and was assured that everything is under control. The liaison is to interpret the APR document and make sure the review is on track.

APR Timeline document was handed out to members of the committee. Note: the timeline on the EPC web site doesn't match up with the document Harvey handed out today. Chen will assist with the gathering of data. Preliminary self-study is due to the Provost by November 1.

**COB comments on external review:** This is a work in progress, a report will be forthcoming. Dr. Wallace explained the APR review process. Dr. Cherry reminded the committee that last year, it was agreed that GPC will be included in the review process for those departments that have graduate programs. GPC will review the consultant's report and provide feedback to EPC. The GPC process will parallel the undergraduate process. The step should be added to the APR process.

**Update on Enhancement Positions for 2013-14:**

Dr. Lang approved an enhancement position in EEGS.

**Enhancement Positions for 2014-15**

Dr. Wallace will send an email to departments notifying them to begin the enhancement request process. He suggested adjusting the timeline so enhancement requests are submitted to EPC earlier in the year. Dr. Graves stated that the charge of EPC is to "talk about positions" in general, not just enhancement positions. Enhancements are important but there are other staffing issues that EPC should/could review (replacements, terms, retirements, etc.)

Dr. Wallace notified the Deans that they should be prepared to bring their staffing issues to EPC. Dr. Graves said they should be justified just as the enhancement positions are. Dr. Wallace will discuss this with the Provost.

Dr. Lang said if a position is moved from one department to another, he would consider that an enhancement position – movement within a department is not an enhancement position. Another consideration is that there is great pressure to advertise positions as early as possible in the fall. EPC's meeting schedule could slow down this process even more.

**Enrollment Data:**

The Academic Deans will present enrollment trend data to EPC next month. Provost Lang encourages the Deans to use the Academic Affairs Dashboard when compiling their data. It will be live in a week or two. Provost Lang will present the AA Dashboard to EPC (next meeting.)

Dr. Graves discussed article 5.1.1.1. of the Master Agreement. This article deals with the ratio of tenure/tenure track faculty to the total FTETF. The Administration is to provide the AAUP with the FTETF data each year. Chen is working on this request.

**EPC meeting schedule:**

The EPC meeting schedule will remain as is. Disregard the second schedule.

Meeting adjourned at 3:37 p.m.