

## **AGENDA**

### **Educational Policies Committee**

**Monday, November 9, 2015**

**604 Cohodas**

**3:00 p.m.**

- I. Approval of Minutes from Previous Meeting (October 26, 2015)**
  - II. Approval of Agenda**
  - III. Business**
    - A. Staffing Guidelines – L. Warren**
    - B. Academic Prioritization**
    - C. College Presentations Template**
    - D. Suspension of Dance Minor and Wildland Firefighting Minor and Certificate – C. Mesloh**
    - E. Update on Academic Program Review**
      - 1. 2013-14 cycle**  
Psychology: B. Graves  
Finance: D. Rayome
      - 2. 2014-15 cycle**  
Chemistry: M. Broadway/J. Leonard  
Computer Science: C. Kirk  
Nursing: B. Graves  
Accounting: J. Thompson  
Criminal Justice: C. Mesloh
      - 3. 2015-16 cycle**  
History: L. Warren  
Economics – C. Mesloh  
Sociology: R. Mead  
Social Work: J. Leonard  
Management: J. Thompson  
Entrepreneurship: J. Thompson
- IV. Good of the Order**

**Educational Policies Committee  
November 9, 2015**

**Present:** C. Mesloh, J. Leonard, J. Thompson, B. Mead, C. Kirk, L. Warren, D. Kapla, K. Schuiling, D. Rayome, (chair) and B .Graves

**Approval of Minutes from Previous Meeting (October 26, 2015)**

C. Kirk moved to approve the minutes as corrected. C. Mesloh seconded. All in favor.

**Approval of Agenda**

C. Mesloh made a motion to approve. J. Thompson seconded.

**Business**

**A. Staffing Guidelines – L. Warren**

C. Kirk and L. Warren reviewed the Guidelines for Hiring Faculty Positions document. This the first formal reading. The document is designed for situations where an existing position should be filled and whether an existing position should be filled as a term or tenure track. These are recommendations to the Provost. K. Schuiling said the title of the document should be changed because it's not about the actual hiring but filling positions. D. Kapla asked what is "long term stability"? L. Warren was reluctant to write a year because it varies by department. J. Leonard asked who is the readership? L. Warren believes it will be a fairly large audience. J. Leonard asked what is "short term scholarship needs?" L. Warren said that would be if a department (i.e. Archives) needs someone for a special project. D. Kapla asked to walk through a scenario when this document would be used. L. Warren said it would be, for example, when 12-15 faculty positions become vacant due to retirements. The document was drafted in the context of the ERIP positions and the new CNAS position. We were also looking at the hiring timeline because decisions were being made in the summer when EPC wasn't meeting. EPC doesn't make those decisions. C. Kirk said faculty quite often question why positions are either not filled or reallocated. This document would give a sense of common ground. J. Leonard would like to use the document within her department. D. Kapla asked if we adopt these guidelines, how will they be used? J. Leonard suggested a checklist. L. Warren said when a department is asking for an enhancement position, they will use the 11 criteria. C. Kirk would like this to filter down to the department level. Departments do staffing plans very differently. Discussion will resume at the November 23<sup>rd</sup> meeting.

**B. Academic Prioritization**

K. Schuiling gave an update on prioritization. She has watched a webinar on software and talked to potential facilitator. The potential facilitator said the process could be done in 7-8 months. K. Schuiling has had calls with two BOT members regarding the process. She has met with the President and he is 100% onboard. The facilitator would start in January and would work with Institutional Research and Finance on gathering data and budget information. He would put together presentations for the campus to show which direction the campus is heading and how prioritization will help. The next step would be to put panels together and provide training for the panels. The panels will be nominated faculty members and will consist of faculty and administrator (no higher than department head level). Surveys will be sent to the campus community to see if we are ready for prioritization before we move

forward. R. Mead is confused by the timeline. She feels we still don't have any information. L. Warren asked if the prioritization is campus-wide. Yes. K. Schuiling and D. Kapla have been attending department meetings. R. Mead said it sounds like we are moving forward with the process. Why are we hiring a facilitator? You're talking about hiring someone before there has been any university discussions. K. Schuiling said we hire the facilitator first. Then identify the panels and then conduct the survey to see if the campus is ready for the process. If the survey comes back that we aren't ready, then we don't move forward. J. Thompson asked what the panels are. One is academic and one is academic support. J. Leonard said faculty who are willing to be on the panels, need to be training in the decision process. People need to understand a head of time. What homework and prep work needs to be done? There is a benefit to having an outside facilitator. C. Kirk said Northern Illinois' website has webpages dedicated to prioritization. J. Leonard asked if we could put together a webpage dedicated to prioritization. K. Schuiling was asked to write a piece for Campus Connect.

### **C. College Presentations Template**

The three academic deans will meet to discuss and develop a template. The AIS presentation is much different than the academic deans' presentations.

### **D. Suspension of Dance Minor and Wildland Firefighting Minor and Certificate – C. Mesloh**

C. Mesloh presented a formal request from the School of Health and Human Performance to suspend these two programs and he supports the request. L. Warren asked what is EPC's role? EPC is just made aware of the suspension. B. Graves seems like the impetus is that we don't have enough money to pay adjunct/contingents so we're just going to cut the program. Is this being short-sighted? In the big picture, are we helping the university? K. Schuiling said there aren't a lot of students in Wildland firefighting and there are problems with the program. D. Rayome there isn't a direct correlation between paying adjuncts and credit hours because of our flat tuition rate. At some point, dollars need to be plugged into the program. C. Kirk said there needs to be a full-time faculty member running the program. Contingents and adjuncts are out in the field and don't have time to market the program. Each course is a stand-alone course, and they can take one course and get a job and once employed they can continue to accrue to courses and get a certificate. You don't need a degree to fight fires. The School was faced with an 80% reduction in their budget. Had there not been a budget crunch they may not have looked at it.

B. Graves asked if there has been talk with Theatre to take over the dance minors? J. Grundstrom has had these conversations, and CAPS is favorable; however, CAPS would need funding also. The deans were told to reduce their expenses, but no one knows how much tuition is being eliminated by cutting these programs.

### **E. Update on Academic Program Review**

1. 2013-14 cycle  
Psychology: B. Graves  
Finance: D. Rayome
2. 2014-15 cycle  
Chemistry: M. Broadway/J. Leonard  
Computer Science: C. Kirk

Nursing: B. Graves  
Accounting: J. Thompson  
Criminal Justice: C. Mesloh

3. 2015-16 cycle  
History: L. Warren  
Economics – C. Mesloh  
Sociology: R. Mead – A. McEvoy has been working with P. DUBY on getting data and has been working on getting an external reviewer. A. McEvoy not sure why we doing APR if we are going to do prioritization.  
Social Work: J. Leonard - just did accreditation and would like to submit those documents.  
Management: J. Thompson  
Entrepreneurship: J. Thompson

IV. Good of the Order

Meeting adjourned 4:58.