

**MINUTES**  
**Educational Policy Committee**  
November 17, 2025  
3:05pm  
604 Cohodas

Present: Carol Johnson, Rob Winn, Robin Bond, Ruth Watry, Suzy Zeigler, Kevin Berry, Chris Kirk, Robbie Goodrich, Leslie Warren, Jill Leonard, Lex van Blommestein

Absent: Liz Wuorinen

Guest: Anna Dahlman

1. Approval of Agenda
  - a. Motion to approve (L. van Blommestein, C. Kirk) Approved
2. Approval of Minutes November 6, 2025
  - a. Motion to approve (L. van Blommestein, C. Kirk) Approved
3. Guest : Provost Dahlman
  - a. The Provost thanked the committee for their service and expressed the importance of the decisions made in EPC.
  - b. APR
    - i. Expressed the importance of completing Academic Program Reviews for HLC and reviewed the contract language.
    - c. Discussed changes in curriculum and budgeting with AAUP.
      - i. CUP and GPC will now forward recommendations to EPC.
      - ii. The VPAA will review EPC proposals before reviewing CUP/GPC proposals.
      - iii. Discussion
        1. Deans consider needs and Academic Affairs consider budgets.
        2. VPAA encouraged discussion of requests within APRs.
        3. Ratio faculty to student is a consideration for staffing.
        4. EPC should be looking at the same data as VPAA to ensure everyone has the same information.
    - d. Asked for an update on APRs
      - i. Reviewed departments that have submitted APRs
      - ii. C. Johnson updated the Provost on APRs to be completed.
    - e. Mission Statement
      - i. EPC website need to be updated
    - f. Dean's reports
      - i. Data included in reports and follow ups.
      - ii. It would be helpful if EPC reported on enrollment benchmarks.
    - g. Further discussion included the role of the Provost on the committee. The provost encouraged open discussions and also respects the need for confidential deliberations.

- h. The Provost concluded with the EPC should continue with its assignment and reviewing proposals using the same data/information as the Provost. She looks forward to returning.
- 4. Old Business
  - a. APR – LLIS
    - i. Response from External Reviewer
    - ii. Departmental response to External Reviewer comments
    - iii. [EPC response](#)
    - iv. Provost response - pending
  - b. APR – CJ
    - i. [External Reviewer Report](#)
      - 1. External report was complete
    - ii. [Departmental response to External Reviewer comments](#)
      - 1. The report is incomplete.
    - iii. EPC Draft (volunteer draft response)
      - 1. Motion to follow up with CJ (L. Warren, J. Leonard) Approved
- 5. New Business
  - a. Deans' Reports
    - i. GSR Report - Dr. Susy Ziegler
      - 1. Reported on Graduate Studies, Freshman fellows and Undergraduate Research Fellows Programs and Office of Sponsored Programs.
      - 2. Enrollment has increased. Discussed what percentage of headcount uses Faculty/Staff tuition waiver.
      - 3. Will include further statistics to give broader look over 5 years
      - 4. Discussed funding for Graduate Assistants (Grants and department funding)
      - 5. Undergraduate Research Programs
        - a. Would like to have more funding to increase the \$1000 stipend.
        - b. This could be used as a recruitment tool.
        - c. Discussed freshmen may no know to seek out this opportunity.
      - 6. McNair Scholarship Program is not being continued. Students will continue to be mentored until completion of the program.
      - 7. Sponsored Programs
        - a. Reported on Internal Awards and External Funding
      - 8. Shared Winter 2026 Events
    - b. CUP & GPC reviews - [worksheet](#)

*MA: "3.4.2 The EPC shall advise and make written recommendations to the PVPAA on short- and long-term academic program planning for the University, including financial and staffing considerations attendant to the implementation of new academic programs, including on-line programs, transformation of existing programs or the suspension/cancellation of existing academic programs.*

*During each academic year, the EPC shall 1) review curriculum proposals with financial implications; 2) review dean's reports from each College, which should include data on program enrollment, staffing, and benchmarks for all new programs reviewed and recommended by EPC in the past 3 years; 3) recommend staffing requirements as specified in section 5.1.1.1; and 4) review Academic Program Review (APR) reports according to a timeline set by Academic Affairs.*

*The EPC shall have access to all required information reasonably needed to accomplish its tasks, including all financial and staffing data as provided in section 1.4. The EPC may also invite the appropriate personnel for consultation and additional information.*

*3.4.2.1 Any curriculum proposal that may have financial implications will be submitted to EPC by CUP or GPC at the same time it is submitted to the Academic Senate, as specified in Section 3.3.2.4. The EPC shall review such proposals and submit a written recommendation to the PVPAA. The chair of the EPC shall forward a copy of the written recommendation to the chair of the Academic Senate. The PVPAA shall consider the EPC's recommendation prior to rendering a decision on the curriculum proposals."*

- i. Data Science (UG) - Data Science (G) approved 4 years ago
- ii. MFA (Part II)
- iii. BC 255 (3-year term) & ACT 102
- iv. Chemistry (new program)
- c. Internal Auditor

<https://nmu.edu/policies/1128>

### **3.4 Educational Policy Committee**

*3.4.1 An Educational Policy Committee (EPC) shall be established, which will have twelve (12) members. Six (6) faculty members shall be appointed by the Association according to its guidelines and constitution with the following representation: two (2) from the College of Arts and Sciences; one (1) from the College of Business or Library and Instructional Support; one (1) from the College of Health Sciences and Professional Studies; and two (2) members at large. Members representing the administration will include the deans of the Colleges of Arts and Sciences, Business, Health Sciences and Professional Studies, Library and Instructional Support, and two (2) members at large. A chairperson shall be elected by and from the membership of the EPC. The chairperson shall be chosen from the representatives of the administration in odd-numbered years (i.e., 2021-2022) and from the Association in even numbered years (i.e., 2022-2023). One (1) of the EPC faculty members will be designated by the Association to attend meetings of the Deans and Department Heads.*

- d. Motion to update the website to direct to the AAUP Master Agreement (L. Warren, C. Kirk) Approved

- e. Follow up with next round of APR submitters
  - i. English, Theatre & Dance, Clinical Lab Sciences
  - ii. 2026-27 Departments on website as well as (Political Science & Chemistry)
- 6. Good of the order
- 7. Adjournment
  - a. 4:59pm

Respectfully submitted by,  
Andrea Jordan, Administrative Assistant, LIS/EPC