EAST CAROLINA UNIVERSITY FACULTY SENATE
ACADEMIC AND APPELLATE COMMITTEE ANNUAL REPORT

2013-2014 Academic Year

COMMITTEE: Educational Policies and Planning

1. Membership (include ex-officio members).
   - Regular Members: Salman Abdulali, Kanchan Das, Deedee Glascoff, John Kenney, David Smith (Vice-Chair), Ed Stellwag (Chair), Bill Sugar, Joseph Thomas (Secretary)
   - Ex-Officio Members: George Bailey, Anthony Overton, Leigh Patterson, Rita Reaves, Mark Sprague, Thomas McConnell

2. Meeting Dates
   (include members present and those who contributed to committee action, but were not at the meeting)

3. Subcommittees established during the year (include progress and/or completion of work)
   - Department of Geological Science Program Review, Kenny and Stellwag. The subcommittee completed the review and reported to the full EPPC at the October 11th meeting and expressed concerns about the program review document, especially the
independently-submitted review. The unit’s response, committee members felt, was measured and appropriate.

- Department of Technology Systems Program Review, Stellwag, Sugar and Thomas. The subcommittee completed the review and reported to the full EPPC at the October 11th meeting, asking questions about workload that had been raised by reviewers and acknowledged by department. Overall, though, committee members found that the documents associated with the academic program review of this unit were in good order.

- Department of Counselor Education Program Review, Glascoff, Smith and Stellwag. The subcommittee completed the review and reported to the full EPPC at the October 11th meeting and found that the documents associated with the academic program review of this unit were in good order.

- School of Theater and Dance, Dance Program Review, Glascoff and McConnell. The subcommittee completed the review and reported to the full EPPC at the December 6th meeting. The unit’s responses were determined to be in good order.

- Department of Psychology Program Review, Glascoff and Stellwag. The subcommittee completed the review and reported to the full EPPC at the December 6th meeting. Based on the subcommittee report and comments from other members of EPPC the unit’s responses to the review were determined to be in good order.

- Bachelor of Science in University Studies (BSUS) Standards Planning, Smith, Sprague, Stellwag, and Nelson Cooper. The subcommittee brought forward a draft report related to the role and formation of the BSUS Program Faculty Oversight Committee. The full EPPC reviewed, discussed, and revised that report during its meeting on February 28, 2014.

4. Accomplishments during the year, especially as addressed through committee goals. Please include recommendations made to any University agency other than the Faculty Senate that will be noted under #5.

- Approved the request to establish a Master of Science in Biomedical Engineering for the Department of Engineering
- Approved the request to offer a Certificate in Military and Trauma Counseling for the Department of Rehabilitation Studies
- Approved cancellation of the following certificates within the College of Business: School Business Management, Professional Investment Management & Operations, Electronic Commerce
- Approved the request to establish new Bachelor of Science degree concentrations in the Department of Biology
- Approved the request to establish a Health Communication graduate certificate program in the School of Communication
- Approved the request to discontinue a minor in Media Studies in the School of Communication
- Approved the request to discontinue Virtual Reality in Education and Training certificate program in Department of Math, Science, and Instructional Technology Education (MSITE)
- Approved the unit response to the Program Review Documents for Academic Library Services
- Approved the unit response to the Program Review Documents for the Laupus Health Sciences Library
- Approved the unit response to the Department of Geological Sciences Unit Academic Program Review and confirmed this by a memo to the Office of Academic Program Planning and Development
- Approved the unit response to the Department of Technology Systems Unit Academic Program Review and confirmed this by a memo to the Office of Academic Program Planning and Development
- Approved the unit response to the Department of Counselor Education Unit Academic Program Review and confirmed this by a memo to the Office of Academic Program Planning and Development
- Approved the unit response to the Dance Program Academic Program Review and confirmed this by a memo to the Office of Academic Program Planning and Development
- Approved the unit response to the Department of Psychology Unit Academic Program Review and confirmed this by a memo to the Office of Academic Program Planning and Development
- Approved the request for authorization to establish a New Distance Education Program – MAEd in Elementary Education in the College of Education
- Approved the request for authorization to establish a New Distance Education Program – MAEd in Middle Grades Education in the College of Education
- Approved the request to create a Minor in Creative Writing in the Department of English
- Approved the request to discontinue BM in Music Theory Composition in School of Music
- Approved the request to retitle BM in Performance to BM in Music in the School of Music.
- Approved the request to add three new concentrations to the retilted BM in Music degree in the School of Music
- Approved the request to offer an Accelerated Second Degree BS Nursing option in the College of Nursing
- Approved the request for authorization to establish a New Distance Education Degree Program – MA in Communication (emphasis on Health Communication) in the School of Communication
- Approved the request to change the name of the Department of Philosophy in the Harriot College of Arts and Sciences
- Approved the request for authorization to plan a Doctor of Public Health (DrPH) degree program in the Department of Public Health, Brody School of Medicine
- Approved the request to develop minor in Interior Design in the Department of Interior Design and Merchandising.
- Approved the request to establish graduate certificate in Public Management in the Master of Public Administration Program, Department of Political Science
- Approved request to approve proposal to establish a Master of Science degree program in Computer Science in a distance education format, Department of Computer Science, College of Technology and Computer Science
- Approved request to establish a new Graduate Certificate in Criminal Justice within the Department of Criminal Justice
- Approved request to establish a new Certificate in Entrepreneurship within the College of Business
- Approved request to move the International Management Certificate from the College of Business to the Thomas Harriot College of Arts and Sciences
- Approved request to discontinue the Tax Certificate within the College of Business
- Approved request to move the General Business Concentration from within the Department of Finance to the Department of Management (remaining within the College of Business)
- Approved request to create a Business Foundations Graduate Certificate in the College of Business
- Approved request to establish a new distance education BS degree program in Family and Consumer Sciences Education within the Department of Child Development and Family
- Approved request to establish a PhD program in Epidemiology within the Department of Public Health within the School of Medicine
- Approved request to add a non-thesis option to the MS Biology degree program within the Department of Biology
- Approved request to establish a new Graduate Registered Health Information Administrator (RHIA) Certificate Program within the College of Allied Health Sciences
- Approved request to change MS degree title from MS in Recreation and Park Administration (RPA) to MS in Recreation Services and Interventions within the College of Health and Human Performance
- Approved request to create two concentrations Recreation and Park Administration and Recreational Therapy Administration within the MS in Recreation and Park Administration (RPA).
- Approved request to create a Cohort Didactic Program in Dietetics Concentration, within the BS degree in Nutrition and Dietetics in the Department of Nutrition Science
- Approved request to create a Nutrition with Science Concentration, within the BS degree in Nutrition and Dietetics in the Department of Nutrition Science
- In response to Faculty Senate Resolution #14-39 (inclusion of two additional members one each from the University Curriculum Committee and Faculty Senate to the BSUS Program Faculty Oversight Committee), selected an ordered list of nominees for 1 Faculty Senate representative and proposed that UCC select their own representative at their April 24 meeting.
- Approved revised procedures for academic program review, Academic Program Development Collaborative Team

5. Reports to the Faculty Senate (include dates and resolution numbers).
   - October 1, 2013: Faculty Senate Resolution #13-75
   - November 5, 2013: Faculty Senate Resolutions: #13-84, #13-85, #13-86, #13-87, #13-88, #13-89
   - February 4, 2014: Faculty Senate Resolutions #14-14, #14-15, #14-16, #14-17, #14-18
   - February 25, 2014: Faculty Senate Resolutions #14-25, #14-26, update on activities related to #13-55
   - March 18, 2014: Faculty Senate Resolutions #14-37, #14-38
   - April 15, 2014: Faculty Senate Resolutions #14-60, #14-61

5. Business carried over to next year (list in priority order).
   - Update on College of Technology and Computer Science Name Change
   - School of the Coast Proposal
   - Reminder of EPPC’s responsibilities concerning BSUS degree program
7. Evaluation of the committee (include anything that hindered or assisted the committee’s work during the year).
   A. Charge:
   B. Personnel: Outstanding work by regular committee members, especially Joseph Thomas, the committee’s secretary. His care in preparation of the meeting minutes was a very important contribution to the committee’s efforts to discharge its duties and responsibilities.
   C. Attendance: Poor attendance or complete absence of some ex-officio committee members placed an undue burden on regular members and those ex-officio members who attended meetings regularly. The burden was especially acute given the number of program reviews and other actions that were considered during the 2013-14 academic year.
   D. Responsibilities: The responsibilities of the committee continue to increase with the notable addition of monitoring and reporting on activities of the BSUS program. Given an existing workload that includes evaluation of lengthy program review and program approval documents, the existing and future workload of the committee will make it increasingly difficult for the committee to complete its tasks.
   E. Activities:

8. Suggestion(s) to the Chair of the Faculty and/or Faculty Senate for improving the effectiveness of the committee. The effectiveness of the committee could be improved through the preparation of a detailed committee guidebook. The guidebook should provide pertinent information about a number of critical matter, e.g. the documents that units need to submit in support of the various different program requests; the specific reporting requirements for program reviews and other committee actions; and an overview of the program approval or termination process. Efforts to gather and organize this information have been initiated in collaboration with the Office of Academic Program Development. It is also recommended that the committee establish a virtual mailbox where all documents requesting committee action are directed.

9. Does the Committee’s organizational meeting next year need to be earlier than the date set this year? No. If yes, when do you prefer:_____________________________________________

Signed: Chairperson ______________________________________

Secretary ________________________________

Please forward the completed annual report to the Faculty Senate office via email (faculty sena te@ecu.edu) no later than May 1, 2014.