EAST CAROLINA UNIVERSITY FACULTY SENATE
ACADEMIC AND APPELLATE COMMITTEE ANNUAL REPORT

2014-2015 Academic Year

COMMITTEE: Educational Policies and Planning

- Membership (include ex-officio members).
  - Regular Members: Salman Abdulali, Kanchan Das, Debra Jordan, Janice Neil, David Smith, Ed Stellwag (Chair), Bill Sugar (Vice-Chair), Joseph Thomas (Secretary)
  - Ex-Officio Members: George Bailey, Evelyn Brown, Ruth Little, Rita Reaves, Thomas McConnell

- Meeting Dates
  (include members present and those who contributed to committee action, but were not at the meeting)
  - **December 12, 2014**: **Members Present**: Das, Jordan, Neil, Smith, Stellwag, Sugar, Thomas. **Ex-Officio Members Present**: Bailey, McConnell, Reaves. **Guests**: Lori Lee, Ben Fraser, Clifton Watts, Derek Maher
  - **March 20, 2015**: **Members Present**: Abdulali, Das, Jordan, Smith, Stellwag, Sugar. **Ex-Officio Members Present**: Bailey, Brown, Reaves, Swanner. **Guests**: Lori Lee, Derek Maher, David Batie, Purificación Martinez, Tijani Mohammed, Eban Bean, Jeff Foeller, Sharon Ballard, Marina Alexander, Sid Rachlin, John Drake, April Reed, Ari Mwachofu, Maria Clay, and Linda Ingalls.

- Subcommittees established during the year (include progress and/or completion of work)
  - Department of Microbiology and Immunology, McConnell and Stellwag. The subcommittee completed the review and reported to the full EPPC at the November 14th meeting and found that the documents associated with the academic program review of this unit were in good order.
  
  - Department of Mathematics, Science, and Instructional Technology Education, Das and Stellwag. The subcommittee completed the review and reported to the full EPPC at the November 14th meeting and found that the documents associated with the academic program review of this unit were in good order.
  
  - Formation of working group of EPPC members and OAPPD staff to review low productivity program listings and potential actions to increase enrollment: David Smith, Deb Jordan, and Ed Stellwag volunteered.
  
  - Department of Physics Program Review, Das and Stellwag. The subcommittee completed the review and reported to the full EPPC at the December 2 meeting and found that the documents associated with the academic program review of this unit were in good order.
  
  - Department of Sociology Program Review, Smith and Stellwag. The subcommittee completed the review and reported to the full EPPC at the December 2 meeting and found that the documents associated with the academic program review of this unit were in good order.
  
  - Department of Child Development and Family Relations Program Review, Jordan and Stellwag. The subcommittee completed the review and reported to the full EPPC at the December 2 meeting and found that the documents associated with the academic program review of this unit were in good order.
  
  - Department of Health Education and Promotion unit academic program review, Sugar and Stellwag. The subcommittee completed the review and reported to the full EPPC at the February 20 meeting. Found that the documents were in good order.
  
  - Department of History Academic Program Review, Smith and Stellwag. The subcommittee completed the review and reported to the full EPPC at the March 20 meeting. Found that the documents were in good order.
  
  - Department of Pharmacology unit academic program review, Smith and Stellwag. The subcommittee completed the review and reported to the full EPPC at the April 10 meeting. Committee members expressed concerns about the unit's response and passed a motion to return the response to the unit.
  
  - Department of Criminal Justice unit academic program review, McConnell and Stellwag. The subcommittee completed the review and reported to the full EPPC at the April 10
Committee members expressed concerns about the unit's response and passed a motion to return the response to the unit.

- 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 discontinue a Performance Improvement Certificate and a request to delete the Environmental Planning Concentration from the MSTS concentrations
  - Approved deletion of existing concentrations within BFA in Art: Fabric Design and Weaving Design (consolidation of content under existing concentration, Textile Design); Deletion of concentration in Wood Design
  - Approved conversion of MA in Geography to MS in Geography in the graduate program of the Department of Geography, Planning and Environment
  - Approved requests to eliminate the Jazz Studies Minor, the Certificate in in Jazz Studies and the Certificate in Suzuki Pedagogy in the School of Music
  - Approved request for Exception to 20% Rule up to 50% on Transfer Credit from the National Defense University (NDU) to the MSTS and MSNT Degree programs in the Department of Technology Systems
  - Approved the request to eliminate the Public Health Analysis and Management concentration in the MPH degree program in the Department of Public Health and the requests to establish new concentrations in Epidemiology and Health Administration
  - Approved the unit response to the Program Review Documents for the Department of Math, Science, and Instructional Technology Education (MSITE)
  - Approved the unit response to the Program Review Documents for the Department of Microbiology and Immunology
  - Approved the request to relocate the Department of Nutrition Science from the College of Human Ecology to the College of Allied Health Science
  - Approved the request from the Department of Foreign Languages to consolidate all of its major programs (B.A. in French, B.S. in French, B.A. in German, B.S. in German, B.A. in Hispanic Studies, B.S. in Hispanic Studies Education) into one single B.A. program called Foreign Languages and Literatures, and to establish six concentrations in French, French Education, German, German Education, Hispanic Studies and Hispanic Studies Education
  - Approved the request from the Department of Recreation and Leisure studies to eliminate concentrations in Outdoor Recreation, Community and Nonprofit Recreation, Recreational Sport Leadership and Commercial Recreation and Tourism in the B.S. in Recreation and Parks Management
  - Approved the request from the Thomas Harriot College of Arts and Sciences to remove the college level restriction on declaring a major
  - Approved the unit response to the Department of Child Development and Family Relations Program's 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 Sociology 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 Physics Unit Academic Program Review and confirmed this by a memo to the Office of Academic Program Planning and Development
  - Approved request to approve changes to the Master of Science in Health Informatics and Information Management (MS in HIIM) degree, the Health Informatics (HI), the
Health Care Administration (HCA), and Registered Health Information Administrator (RHIA) Certificate, Department of Health Services & Information Management

- Approved request to establish an undergraduate certificate program in Cross-Cultural Competency in the Department of Anthropology
- Approved request to change the name of the Applied and Resource Economics Master's degree program to Quantitative Economics and Econometrics (CIP = 45.0603).
- Approved request to discontinue the Undergraduate Certificate in American Studies for Foreign Students, Department of Foreign Languages and Literature
- Approved request to discontinue the B.S. in Public History and to approve curriculum changes enhancing the Public History minor, Department of History
- Approved request for addition of a new entry pathway for the post DNP students to enable accelerated access to the Ph.D. in Nursing degree program, College of Nursing
- Approved request to add a Coastal and Marine Economics and Policy concentration to the Coastal Resources Management Ph.D program
- Approved request to establish a Business Analytics Certificate in the Management Information Systems Department
- Approved request to approve the Certificate of Residential Construction Management in the Master's of Construction Management degree program, Department of Construction Management
- Approved request to revise the Master of Science in Chemistry degree program through creation of a Professional Science Master's Concentration, revision of degree requirements and addition of four new courses, Department of Chemistry
- Approved request to develop a graduate certificate in Public Health Foundations and Practice (PHFP) in the Masters in Public Health degree program, Department of Public Health
- Approved revised School of the Coast proposal
- Approved request to lower the minimum number of semester hours in an undergraduate minor from 24 to 18
- Approved request for revision of the Construction Management Transfer Option and discontinuation of the General Construction, Residential Construction and Infrastructure Construction concentrations within the BS in Construction Management degree program
- Approved request for discontinuation of the Undergraduate Certificate in Spanish Translation in the Department of Foreign Languages and Literatures
- Approved request to revise the title and content of the Information Assurance Certificate to Cyber Security Professional Certificate in the Department of Technology Systems
- Approved request creation of an Environmental Engineering concentration within the BS in Engineering degree program in the Department of Engineering
- Approved request to change the name of the Department of Child Development and Family Relations (CDFR) to Department of Human Development and Family Science
- Approved request for a title and content revision of the BS in Merchandising to BS in Fashion Merchandising, and discontinuation of the Fashion and Interiors concentrations in the retitled degree
- Approved request to change the name of the MAEd in Mathematics to the MAEd and Mathematics Education in the Department of Mathematics, Science and Instructional Technology
- Approved request creation of a Project Management Certificate in the Management Information Systems Department, College of Business
- Approved request for authorization to plan the DrPH degree program in the Department of Public Health, Brody SOM
• Approved request to approve the reorganization of College of Health and Human Performance to include the units of the School of Social Work, the Department of Interior Design and Merchandising and the Department of Child Development and Family Relations from the College of Human Ecology
• Approved recommendation to adopt a Provisional Code for the reorganized College of Health and Human Performance effective on the date of approval of the College reorganization by UNC Board of Governors
• Approved proposed revision of EPPC’s Procedures for Academic Program Review
• Approved request to discontinue MS in Vocational Education, Department of Addictions and Rehabilitation Studies
• Approved request to discontinue the Child Welfare Studies Certificate Program, School of Social Work
• Approved request to approve a Neonatal Nurse Clinical Specialist concentration in the Masters of Science in Nursing degree program, Department of Graduate Nursing Science
• Approved request to approve a Post-Master’s Neonatal Clinical Nurse Specialist concentration certificate in the Master of Science in Nursing degree program, Department of Graduate Nursing Science
• Approved request to change the name of the MS degree in Exercise and Sport Science to Kinesiology and to establish a new course prefix, KINE
• Approved request to approve the Program in Education in Healthcare Professions, Department of Interdisciplinary Professions, College of Education
• Approved request to approve a provisional Code of Operations for Academic Library Services
• Approved the reorganization and provisional code of operations for the College of Business and the School of Hospitality Leadership
• Approved request to authorize the establishment of EdD in Educational Leadership as an online/hybrid program, College of Education

5. Reports to the Faculty Senate (include dates and resolution numbers).
   • October 7, 2014: Faculty Senate Resolution #14-73
   • November 4, 2014: Faculty Senate Resolution #14-80
   • December 2, 2014: Faculty Senate Resolution #14-87
   • January 27, 2015: Faculty Senate Resolutions #15-09, #15-10, #15-11, for information only on Low-Productivity Programs Report
   • March 17, 2015: Faculty Senate Resolutions #15-35, #15-36, #15-37
   • April 14, 2015: Faculty Senate Resolutions #15-58, #15-59, #15-60, #15-61, #15-62, #15-63
   • April 21, 2015: Faculty Senate Resolutions #15-71 #15-72, #15-73, #15-74

6. Business carried over to next year (list in priority order).
   • Discussion of committee charge in the context of committee workload, composition, and effectiveness.
   • Review of Bachelor of Science in University Studies (BSUS) report.
   • Discuss composition of BSUS faculty oversight committee composition and rotation.
   • Consideration of Faculty Manual revisions to Faculty Manual: Part VI TEACHING AND CURRICULUM REGULATIONS, PROCEDURES AND ACADEMIC PROGRAM
7. Evaluation of the committee (include anything that hindered or assisted the committee’s work during the year).

A. Charge: A change in the charge to reflect the request of the Faculty Senate for the EPPC to conduct an annual review of the Bachelor of Science in University Studies program was not discussed during the 2014-15 academic year. Action should be taken to change the charge to include this activity to ensure the committee’s consideration in the upcoming academic year.

B. Personnel: The EPPC committee members performed their duties in an exemplary manner throughout the year. Their willingness to consider and act on requests, many of which came before the committee with very short notice, contributed to the efficient and timely disposition of a number of important requests and issues.

C. Attendance: A generally high level of attendance by EPPC committee members, and their willingness to endure meetings that were long, and that involved complicated matters, was laudable. Their professional ethics, collective cooperation, and keen insight assisted the committee in the decision making process, including some that were precedent setting.

D. Responsibilities: The committee’s responsibilities continue to expand and threaten to overburden the committee. The increased activities related to program reorganizations and consolidations prompted by actions taken by the university administration have contributed, and are anticipated to continue to contribute, to the increasing workload of the committee.

E. Activities: It is a credit to the committee that they were able to act on the number of issues brought before them during the 2014-15 academic year. The ever expanding activities of the committee, which include acting and reporting on a broad range of programmatic and policy issues, are increasingly challenging. The workload expected of committee members and the logistics of providing relevant information to assist committee members in the decision making process are daunting. These factors represented a significant challenge for 2014-15 and are anticipated to be an even greater challenge to the committee in the upcoming academic year.

Suggestion(s) to the Chair of the Faculty and/or Faculty Senate for improving the effectiveness of the committee.

The Chair of the Faculty should consider working with the EPPC Chair, the ECU Office of Program Planning and Development (OAPPD) and other relevant university offices to create a handbook for the EPPC chair that provides specific and detailed information for handling recurrent program and policy requests. While recent significant improvements in the process of assisting the EPPC have been implemented by the OAPPD, the processes for this and other matters remain complicated.

It is further recommended that the Chair of the Faculty and/or the Faculty Senate strongly consider approving revisions to the program review process proposed by OAPPD and discussed by EPPC during the 2014-15 academic year.

The committee informally discussed the establishment of two or three permanent subcommittees each of which would be charged with the detailed consideration of a subset of the larger committee charges. As envisioned, the subcommittees would provide the committee with summary information and advisory guidance/recommendations about the specific issues as appropriate to their charge.
Does the Committee's organizational meeting next year need to be earlier than the date set this year?

Yes. Given the time-sensitive nature of program approval requests, the committee's present organizational meeting schedule creates a delay that forestalls timely consideration of these requests. This can have a significant negative impact on the progress of program development and approval. Our timely action on program approval requests is important given the accelerated program approval process mandated by UNCGA.

If yes, when do you prefer. The first Friday of the 2015-16 academic year, August 28th. This start date for the organizational meeting would give the committee two weeks before the presently scheduled first meeting date, which is Friday, September 11th. By rescheduling the organizational meeting for August 28th, the committee can be prepared to act on program and policy requests at the September 11th meeting.

Signed: Chairperson

Secretary

William Joseph Thomas

Please forward the completed annual report to the Faculty Senate office via email (facultysenate@ecu.edu) no later than May 1, 2015.