COMMITTEE: Educational Policies and Planning

MEETING DATE: Friday, September 9, 2016

PERSON PRESIDING: John Stiller

REGULAR MEMBERS IN ATTENDANCE: Kanchan Das, Mark Bowler, Don Chaney, Michael Duffy, Donna Kain, Christy Walcott, Bryna Coonin, Aaron Heft

EX-OFFICIO MEMBERS IN ATTENDANCE: Leslie Pagliari, Lori Flint, George Bailey

OTHERS IN ATTENDANCE: John Stiller, Lori Lee

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ACTIONS OF MEETING

Agenda Item: John Stiller, Chair of the Faculty, charged the Educational Policies and Planning Committee for the 2016-2017 academic year.

Discussion: Professor Stiller discussed the duties of the Educational Policies and Planning Committee. He talked briefly about the interest at the Faculty Senate of improving the efficiency and speed of the course and program approval process. He noted that program development is part of a 2-year cycle and asked the committee if there are ways to shorten the amount of time needed for proposals to advance through the approval process without sacrificing faculty oversight.

Action Taken: Committee officers were elected for the academic year. Don Chaney was elected Chair; Mark Bowler was elected Vice Chair; Michael Duffy was elected Secretary.

Assigned additional duties to: N/A

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Agenda Item: Professor Chaney took over the meeting. The first item of business carried over from spring 2016 was the approval of the EPPC minutes for the meeting of April 8, 2016.

Discussion: None

Action Taken: Minutes were approved

Assigned additional duties to: N/A

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Agenda Item: Professor Chaney recognized that one item carried over from spring 2016 will be addressed at the October 14 meeting. He pointed out how EPPC recommended at its April 8 meeting that the BS in Undergraduate Studies Faculty Oversight Committee (FOC) members be elected by the Faculty Senate by way of the Committee on Committees and not the Administration. The Faculty Senate approved the committee’s recommendation, and per the Senate’s resolution, EPPC will review recent changes to the FOC Manual and Guidelines at its October meeting.
Chaney noted that a structured agenda for an upcoming EPPC meeting will be sent out on the Friday prior to the meeting.

**Discussion:** None

**Action Taken:** N/A

**Assigned additional duties to:** N/A

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**Agenda Item:** Dr. Lori Flint, Director of Institutional Planning & Accreditation, acknowledged the second item carried over from spring 2016. She discussed the progress that has been made in adopting Curriculog. The University will be streamlining the lengthy process, and get Curriculog approved at various levels. The University will test the program in spring and go online in fall 2017. Institutional Planning will put written updates of Curriculog implementation in the SharePoint folder.

**Discussion:** Professor Bailey hopes that any errors and inconsistencies can be recognized early on when the curriculum forms are first sent out, and the company is given the opportunity to make necessary corrections. Banner did not work this way. Dr. Flint noted that the University has examined the curriculum approval process in different colleges and departments and discovered that there are variations in procedures that do not align with the Faculty Manual. Professor Bailey said that we have to follow one approval framework for all departments.

**Action Taken:** N/A

**Assigned additional duties:** N/A

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**Agenda Item:** Professor Bailey addressed the fourth item carried over from 2016. He said that the Unit Code Screening subcommittee has reviewed new Provisional Code guidelines and the committee will be taking this up for approval.

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**Agenda Item:** Professor Chaney followed up on committee responsibilities regarding the new guidelines for Academic Programs Reviews. He outlined the different steps in the academic review process from the Unit Self-Study to the review of the Unit Report by the Academic Council, recognizing that EPPC participates in the review process all along the way, and then makes an evaluation at the end.

**ANNOUNCEMENTS:**
The committee filled the open meeting dates for spring 2017. The last two meetings will take place on March 17 and April 7, 2017.

The meeting adjourned at 1:45 p.m.

NEXT MEETING: Friday, October 14, 2016 at 1:00 p.m. in 142 Rawl Annex.

ITEMS TO BE DISCUSSED:

1) Approval of changes to USBS Faculty Oversight Committee Manual and Guidelines

2) Approval to Establish a New Dual Language Immersion Administration Certificate and Dual Language Immersion Administration concentration in the Educational Specialist (EdS) in Educational Administration and Supervision