COMMITTEE: Educational Policies and Planning

MEETING DATE: Friday, January 13, 2017

PERSON PRESIDING: Don Chaney

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

EX-OFFICIO MEMBERS IN ATTENDANCE: George Bailey, Cody Chullen, Lori Flint

OTHERS IN ATTENDANCE: Lori Lee, Kristen Dreyfus, Ying Zhou, Xiaoming Zeng, Cynthia Deale, Art Rouse

ACTIONS OF MEETING

Agenda Item: Approval of December 9, 2016 EPPC meeting minutes

Discussion: None

Action Taken: Approved

Assigned additional duties to: N/A

Agenda Item: Review of the revised Academic Program Review Guidelines

Unit: Institutional Planning, Assessment, and Research

Representatives: Kristen Dreyfus and Ying Zhou

Discussion: Director Dreyfus pointed out that the latest revisions made to the APR guidelines specify that the unit response to the external review committee report of each academic review be shared with EPPC in a short time frame so that our committee can review and approve the unit response, as well as necessary revisions to the unit response, before the final action plan meeting can take place. Constructive feedback can be offered in a timely manner and put back into the loop. Professor Kain recognized that EPPC will be kept up to date and informed of the review process taking place for each program.

Action Taken: Motion to approve the revised guidelines was passed unanimously

Assigned additional duties to: N/A

Agenda Item: Request to Deliver Existing Program via DE – BS in Health Information Management

Unit: Department of Health Services and Information Management

Representative: Xiaoming Zeng

Discussion: Professor Zeng explained the justification for restoring the online delivery of courses in the BS in Health Information Management. Early in the planned transition from BS to MS, ECU discontinued DE delivery of the BS in HIM, but retained face-to-face authorization. No student has been enrolled in the BS in HIM program since 2013. This request is to restore DE authorization, as unit faculty have devised a plan to revive the BS in HIM program, while changing the MS program to emphasize health informatics only. Recently, specialized accreditation standards have been instituted which require that the undergraduate
degree remain in place to maintain accreditation. An accredited program, offered nowhere else in NC, is necessary for students to be able to take the Registered Health Information Administrator (RHIA) credentialing exam. The RHIA credential is well recognized by employers when hiring Health Information Managers. More than half of the students in the Department of Health Services and Information Management are DE students, and department faculty already utilize a wide range of online educational technologies available to the ECU community.

Action Taken: Motion to approve the request for authorization was passed unanimously

Assigned additional duties: N/A

Agenda Item: Request to Deliver Existing Program via DE – MS in Sustainable Tourism
Unit: School of Hospitality Leadership
Representative: Cynthia Deale

Discussion: Professor Deale discussed the process, timetable, and support for the new DE online delivery mode of the MS in Sustainable Tourism and Hospitality. She recognized that the present MS degree program was established in the School of Hospitality Leadership, in the College of Business, in spring 2016, and that the request is to take the face-to-face program of 30 credit hours and offer it completely online via Blackboard, utilizing additional online technologies as Saba meeting when appropriate. The SHL already offers its undergraduate degree program in Hospitality Management in a fully online format, and the online delivery of the MS in Sustainable Tourism and Hospitality would extend its online offerings. The face-to-face MS program has already had success, which can help to demonstrate how the online program might also succeed.

The online delivery mode will allow more working adults to complete a graduate degree in hospitality and tourism and attract students who are working in the industry who may not have previously had access to graduate education in the field. In addition, the online MS degree will allow working adults with degrees in other fields and therefore, without formal education to hospitality and tourism, to increase their professional development opportunities by earning a degree in hospitality and tourism at the graduate level. Demand has been demonstrated in Qualtrics surveys of current students in faculty members’ classes as well as professionals involved in the hospitality and tourism industry. Deale stated that faculty are behind this request to deliver the program online, and there are enough well-qualified faculty available to develop and deliver the proposed online courses, with additional funds available to faculty for developing online versions of courses offered face-to-face. The ECU MS program is the only one in North Carolina to be house in a business college, and the only one to focus on hospitality as well as sustainable tourism.

Action Taken: Motion to approve the request was passed unanimously

Assigned additional duties: N/A

Agenda Item: Proposal of new Dual Language Immersion (DLI) Administration Concentration in the Educational Specialist (EdS) in Educational Administration and Supervision
Unit: Department of Educational Leadership
Representative: Art Rouse

Discussion: Professor Rouse pointed out that a 2013-2014 comprehensive needs assessment in Lenoir County Public Schools (a representative rural county in eastern North Carolina with strong ties to the Educational Leadership Department) indicated that there was a need to educate participants of the benefits and challenges of DLI programs as well as to train school administrators on how to implement, maintain, and
assess DLI programs in schools. The North Carolina State Board of Education in 2014 adopted a strategic plan that includes an initiative for statewide access to DLI programs, and that now includes a partnership between Professor Marjorie Ringler of our Department of Educational Leadership, with the North Carolina Department of Public Instruction to increase the supply of competent DLI administrators and educators. In October 2015, the graduate faculty in the Department of Educational Leadership approved a new DLI Administration Certificate and a new DLI Administration Concentration in the Educational Specialist (EdS) in Educational Administration and Supervision. North Carolina has small rural cities and towns, many found in ECU’s service area, where the Hispanic population has dramatically increased in recent years. Although there are 104 DLI programs in North Carolina schools, eastern North Carolina is greatly under represented with only 6 such programs. A core of expert DLI school leaders will meet once a semester to calibrate the curriculum based on student learning outcome data. Some of these experts have expressed interest in teaching adjunct courses in this new concentration, and will be qualified to do so. Four new courses, developed for the new DLI Administration Certificate, from the original DLI needs assessment, will also be required for the DLI Administration Concentration in the EdS in Educational Administration and Supervision. This new DLI concentration will provide another option for those administrators who do not want to be superintendents but instead want to work at district levels in public education. There is no change to the overall minimum semester hour requirement of 38 hours for this EdS degree. EdS students may choose to complete courses in either or both the DLI concentration and the existing North Carolina Superintendent license. Rouse pointed out that all DLI student majors at ECU have jobs, and some principals have stated that the concentration makes students more marketable.

Action Taken: Motion to approve the request was passed unanimously

Assigned additional duties: N/A

Agenda Item: Comment and Review of Part VI, Section VII (Curriculum Procedures and Academic Program Development) of the Faculty Manual
Representatives: EPPC Subcommittee consisting of Mark Bowler, Michael Duffy, Lori Flint, Donna Kain, Leslie Pagliari

Discussion: Professor Kain enumerated the suggested changes to the Faculty Manual that were agreed to by the subcommittee. The subcommittee agreed that: 1) review committees should not meet in the summer, particularly between June and the middle of August; 2) EPPC committees could meet biweekly when there is important business to act upon in a timely manner; 3) the current levels of curriculum and program approval should be followed with a few exceptions, including that: a) new and unbanked undergraduate courses should come to the faculty senate for final approval; b) moving a minor or concentration should be level 2, not level 1; c) adding or moving a thesis option could be a level-1 change, and 4) new program proposals should be closely focused at the Request to Plan stage. Much of the planning for Appendix A addresses issues related to Appendix C. Decisions at the earlier stage address most concerns and later curriculum implementation provides additional opportunities for faculty to provide feedback.

Action Taken: Professor Chaney found consensus with the committee on items 1 and 3. The committee will come back to 2 and 4. We will have to wait for Faculty Manual edits. The subcommittee will go back to the Faculty Manual for the program development procedures.

Assigned additional duties: N/A

ANNOUNCEMENTS/ UPDATES:

Academic Program Reviews
Professor Kain will report back on the Social Work Certificate program review.

The Rehabilitation Studies program review will be discussed next time.

The meeting adjourned at 2 p.m.

NEXT MEETING: Friday, February 10, 2017 at 1:00 p.m. in 142 Rawl Annex.

Respectfully submitted,

Michael Duffy