

**COMMITTEE:** Educational Policies and Planning Committee (EPPC)

**MEETING DATE:** October 14, 2011

**PERSON PRESIDING:** Ed Stellwag, Vice-Chair

**REGULAR MEMBERS IN ATTENDANCE:** Deedee Glascoff, Ed Stellwag, James Holloway, Blaise Williams, Susan M. Bashinski

**EX-OFFICIO MEMBERS IN ATTENDANCE:** Linner Griffin, George Kasperek, George Bailey, Tom McConnell

**OTHERS IN ATTENDANCE:** Lori Lee, Steven Schmidt, Vivian Mott, Karen Summey

**EXCUSED:** Scott Gordon, John Kenney

**ABSENT:** David Smith, Anthony Overton, Mark Taggart,

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**ACTIONS OF MEETING**

Called to order by Vice-Chair Stellwag at 1:01 PM; quorum not established (i.e., only three members present). Will proceed as a sub-committee meeting.

1:08 PM – Fourth member arrived; quorum established. Reverted to full committee status.

**Agenda Item:**

Approval of minutes of September meeting

**Discussion:**

None

**Action Taken:**

Motion to approve by Glascoff; seconded by Griffin  
Motion passed, with no dissents.

**Assigned additional duties to:**

None

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**Agenda Item:**

Proposed new MA Ed in Adult Education (distance education format) in the Department of Counselor and Adult Education  
Presented by Steven Schmidt; Interim Associate Dean of COE, Vivian Mott, in attendance, contributed clarifying remarks.

**Discussion:**

Would face-to-face option be closed?

Want to maintain option for face-to-face (Mott), especially if cohort in county adjacent to Pitt wants face-to-face coursework provided, though this delivery method will not be marketed.

No on-campus courses have “made” for several years.

What did submitted paperwork say re: this issue? (“would replace existing program”)

Question: What, if any, is the difference between an “on-line” and “distance” education program?

What is the implication of additional necessary resources? (Asked for none.) Need for no additional resources was confirmed by Steven Schmidt and Vivian Mott.

**Action Taken:**

Motion to approve distance education program: Glascoff; seconded: Griffin

Motion passed, with no dissents.

**Assigned additional duties to:**

Minor changes in language re: “distance” vs. “on-line” will be made to documents by Steven Schmidt and re-submitted to Scott Gordon.

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**Agenda Item:**

Appendix D, Section VII-A of Faculty Manual “Termination of Faculty Employment: Reasons Justifying Termination and Consultation Required”

- What is role of the Educational Policies and Planning Committee, should state of financial exigency exist?
- Are current language and processes accurate / sufficient?

**Discussion:**

Educational Policies and Planning Committee has right to gather and review evidence; responsible to provide input on behalf of the faculty regarding any / all proposals brought forth by administration

Does committee want more specific language introduced into Section VII-A, or not (i.e., should language be left more general)?

Timeline for Educational Policies and Planning Committee’s report to the Chancellor—should one be included? Glascoff spoke in favor of at least a minimum timeline. Discussion resulted in a recommendation for a 30-day minimum timeline (which should allow opportunity for at least one EPPC meeting).

Griffin raised question regarding whether the EPPC was being consistent; did EPPC make a request of “2 weeks” for something else last spring? Specifics could not be recalled by anyone present.

Griffin clarified that the question is not limited to state of financial exigency, *but also* would apply in the case of recommendation for program discontinuation—which might result in elimination of tenured faculty / tenure-track faculty.

Review of the interface of the work of EPPC and PPC; the history of the Educational Policies and Planning Committee’s work since Spring 2011 was reviewed. Concerns were expressed that the preliminary report of the EPPC created widespread faculty distress, because the true purpose of the EPPC report was not clearly communicated.

**Action Taken:**

Motion to amend Appendix D, Section VII-A of Faculty Manual to read: “The EPPC shall prepare a report in response to the Chancellor, to be submitted in no less than 30 days.” This would replace the current language, “The EPPC shall prepare a report in response to the Chancellor, to be submitted at a time determined by the Chancellor.”

Motion by Glascoff; seconded by Williams

Motion passed, without dissent.

Motion to amend a second paragraph, as well, to read: “the Chancellor shall promptly establish and convene an ad hoc Faculty Advisory Committee with at least one member coming from the EPPC, to advise the Chancellor regarding the contemplated reduction.”

Motion by Glascoff; seconded by Kasperek

Motion passed, without dissent.

Assigned additional duties to:

Stellwag to provide newly approved language to Lori Lee, for Faculty Governance Committee.

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**Agenda Item:**

Department of Biology Unit Academic Program Review

**Discussion:**

Some actions recommended by the Department of Biology are not time-referenced, but these are not in regard to problems, so should be OK.

Committee was complimentary of the manner in which the program review had been prepared—comprehensive, rich descriptions, response to need for new building and other points raised was generally *not* defensive. The report communicated sincere intention of faculty to respond to concerns long-term and solve concerns by working together.

Compliments were given to tenured faculty for mentoring young faculty *and at the same time* continuing to be very productive with their research.

**Action Taken:**

Motion: “The East Carolina University Faculty Senate Educational Policies and Planning Committee has reviewed the documents associated with the Department of Biology Unit Academic Program Review and finds the documents to be in good order.”

Motion by Kasperek; seconded Glascoff

Motion passed, with no dissent.

Abstained from the vote: Griffin, Stellwag

Assigned additional duties to:

None

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**Agenda Item:**

Department of Foreign Languages and Literature Unit Academic Program Review

**Discussion:**

Is EPPC in a position to provide recommendations / feedback to the department, beyond simply an approval? Discussion determined, “Yes,” though decision was made to not offer any additional recommendations at this time.

Concern was expressed, for departments such as this, which do not have a clear conduit for external funding sources.

**Action Taken:**

Motion: “The East Carolina University Faculty Senate Educational Policies and Planning Committee has reviewed the documents associated with the Department of Foreign Languages and Literatures Unit Academic Program Review and finds the documents to be in good order.”

Motion by Bashinski; seconded by Holloway  
Motion passed, with no dissent.

Abstained from the vote: Griffin

Assigned additional duties to:  
None

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**Agenda Item:**

Review of academic program development chapter of the *Graduate Curriculum and Program Development Manual*, for feedback to the Office of Academic Program Planning and Development. [NO vote is required; only any suggested input.]

**Discussion:**

- Blocks with “Tips” very effective; format very helpful.
- Comprehensively detailed and very clear— Educational Planning and Policies Committee members offered high praise for the document.

Karen Sumney explained that the document reviewed by Educational Planning and Policies Committee was written prior to the change in language regarding graduate programs; since that time, language substitutions have been made and posted.

Discussion of Appendices 3 and 4, in reference to timelines related to Educational Planning and Policies Committee—are these realistic? Group’s consensus was “Yes.”

Karen Sumney explained she is presently conducting some usability tests; should provide valuable data regarding the value and practicality of the document.

**Action Taken:**

Committee suggested the document is ready to go forward, without substantive changes.

Assigned additional duties to:  
None

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**Agenda Item:**

Coordinate plans for several Faculty Forums to discuss activities of the Program Prioritization Committee (PPC)

**Discussion:**

Originally, plans for coordinating the forums was to be done by the Program Prioritization Committee, but the issue was raised that that committee is not an official, representative group of the faculty. Coordination of plans for Faculty Forums needs to be done by a Faculty Senate committee; therefore, this responsibility reverted to the Educational Planning and Policies Committee.

Faculty Forums should provide the opportunity for faculty to present information—not a debate, not defense of content; if information is unclear, factual points may be clarified (i.e., “a forum for factual exchange”). Primary issue is transparency.

**Action Taken:**

First Faculty Forum has been scheduled: November 30, 2011, 3:00- 5:00 PM, at Hendrix.

**Assigned additional duties to:**

Scott Gordon will write (has written) announcement that will be disseminated to the faculty.

Suggestion was made for the need to include a clear statement of the intention for the Faculty Forum; why the current review is being done and its purpose.

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**Announcements:**

Briefing on academic program development workshop (9.3.2011)--provided by Linner Griffin. To date, no problems have emerged with the Educational Policies and Planning Committee serving as a co-sponsor of the workshop with Office of Academic Programming Planning and Development.

Twenty-five pre-registered for the 9.03.2011 event; 38 attended. Excellent speaker. A very positive response was received from participants. (Fourteen programs are currently on the ECU list for program development.) Guest speaker did a thorough job of clarifying what happens to a proposal when it leaves the East Carolina University campus and goes to GA.

The point was clarified that, in the case of a proposed program *that will not require additional resources is “near the bottom of the program development list,”* it is up to the Chancellor (of the respective campus) to advocate that such a program be moved nearer to the top of the list, as “a fairly low-cost program.”

**NEXT MEETING:** November 11, 2011

**ITEMS TO BE DISCUSSED:**

Motion to adjourn by Glascoff.  
Motion passed.

Meeting adjourned at 2:40 PM.

Minutes respectfully submitted by Susan M. Bashinski