I. Call to order: Scott Gordon, EPPC Chair, called the meeting to order at 1:10 p.m. on March 18, 2011 in Rawl Annex 142. The following persons were present:

Regular Members: Susan Bashinski, Scott Gordon, James Holloway, John Kenney, Janice Lewis, Ed Stellwag
Ex-Officio Members: Deedee Glascoff, Linner Griffin, George Kasperek, Brenda Killingsworth, David Siegel, Blaise Williams
Guest: Lori Lee

II. The minutes of the March 25, 2011 special called meeting were approved as submitted.

III. New Business

a. Request of the Department of Hospitality Management for a Name Change

Department Chair Robert O’Halloran and Associate Dean Marjorie Gallagher presented a request from the Department of Hospitality Management to become a school, to be called the School of Hospitality Business Leadership. School status alone will not require additional resources. School status will assist with faculty and student recruitment and fundraising and will position ECU as the leader in the state in this area. A motion was made, seconded, and passed to approve the request, pending the receipt of a letter of support from the College of Business.

b. Discontinuation of Certificate in Aquatic Management

Associate Dean James Decker presented a request from the Department of Recreation and Leisure Studies to discontinue the graduate certificate in Aquatic Management. No students are enrolled in the program. A motion was made, seconded, and passed to approve the request.

c. Department of Anthropology Unit Academic Program Review

Following discussion, a motion was made, seconded and passed, with Griffin abstaining, that the EPPC send a memo to the Office of Academic Program Planning & Development stating that the EPPC has reviewed the documents from the Department of Anthropology program review and found them to be in good order.

d. Development of Criteria for Reviewing Unit Academic Program Reviews and Reporting Findings/Recommendations
Following discussion, a motion was made, seconded and passed to authorize Chair Gordon to send a memo to Faculty Senate asking for approval of the set of criteria developed by the EPPC for review of unit academic program reviews, namely:

- Did the unit acknowledge each of the external reviewers’ recommendations?
- Did the unit address each of the recommendations in an action plan that is specific, measurable, achievable, realistic, and time-bound?

It was noted that the criteria will not become effective until approved by the Faculty Senate and the Chancellor.

IV. Unfinished Business

a. Finalization of the Preliminary Report and Recommendations to the Chancellor

Chair Gordon and Vice Chair Stellwag will meet on April 12 with Chancellor Ballard, Provost Sheerer, Vice Chancellor Horns, and Faculty Chair Walker to review the preliminary report and recommendations to the Chancellor. The report and recommendations will be presented to the Faculty Senate at its April 19 meeting.

Motions were made, seconded, and approved to go into Executive Session, and subsequently to end the Executive Session. At that time, a motion was made to accept the Preliminary Report Requested by the Chancellor on Prioritization Criteria for Programs, Departments, Units, Schools, and Colleges, dated April 8, 2011, with editorial modifications. Motions were made, seconded, and approved to go into Executive Session, and subsequently to end the Executive Session. At that time, a motion was made to accept the Preliminary Report Requested by the Chancellor on Potential Consolidations Options for East Carolina University, dated April 8, 2011, with editorial modifications.

V. Announcements

a. Chair Gordon will prepare the committee’s annual report and send it via e-mail to committee members to approve. The due date for filing the annual report is May 1.

VI. Adjournment

There being no further business, Chair Gordon adjourned the meeting at 4:00 p.m.

Minutes submitted by Janice S. Lewis