Minutes; Meeting of 4/2/2004
Educational Policies and Planning Committee

Attendance

<table>
<thead>
<tr>
<th>Regular Members in Attendance</th>
<th>Ex-Officio Members in Attendance</th>
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<tbody>
<tr>
<td>Albright, Bruce</td>
<td>Niswander, Rick</td>
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<td>Hodson, Charles</td>
<td>Reaves, Rita</td>
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<td>Mauger, Richard</td>
<td>Thompson, Robert</td>
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<td>Shlapentokh, Alexandra</td>
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<td>Frances Eason</td>
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Committee Business/Actions

1) Approved minutes of the 2/13/2004 meeting.
2) Approved the Notification of Intent to Plan a BS degree in Sports Studies: Thompson moved for approval; Shlapentokh seconded.
3) Approved Notification of Intent to Plan an MS degree in Communications: Thompson moved for approval; Shlapentokh seconded.
4) Approved the request for Permission to Establish a Doctor of Physical Therapy Degree: Thompson moved for approval; Shlapentokh seconded.
5) Approved five recommendations to modify/streamline the on-campus reporting process. These recommendations are shown below in their final form as subsequently approved by the Faculty Senate in Resolution #04-21 and by the Chancellor.

Recommendation 1: Reaves moved to approve; Albright seconded.

The committee recommends to the Department of Institutional Planning, Research and Effectiveness and the Vice Chancellors for Academic Affairs, Health Sciences, and Research and Graduate Studies the formation of a new Administrative Committee, the Process Improvement Committee, consisting of the Director of IPRE, the Director of Institutional Effectiveness, the Director of Institutional Research and Testing, a representative from the Division of Academic Affairs, the Division of Health Sciences, the Faculty Senate, ITCS, the Graduate School, and three representatives of the Faculty Senate on staggered terms and a dean's representative from each college or school. The charge of this administrative committee should be to review the reporting process and make recommendations to the vice chancellors to coordinate reports, reduce duplication of effort, and enhance the usability of information requested. The committee will develop a charge and membership with staggered terms.

Recommendation 2: Reaves moved to approve; Thompson seconded.

The committee recommends to the Department of Institutional Planning, Research and Effectiveness and the Vice Chancellors for Academic Affairs, Health Sciences, and Research and Graduate Studies that graduate and undergraduate program review should be initiated using a 10-year cycle beginning in fall 2005. The reviews should be coordinated with external professional accreditation reports whenever possible. For programs that have professional accreditation, the program review process will not involve external reviewers and will consider the accreditation agency's standards. It is possible that the accreditation report would suffice for internal review purposes. Both internal and external reviewers will review programs without professional accreditation.

Recommendation 3: Reaves moved to approve; Hodson seconded.

The committee recommends to the Department of Institutional Planning, Research and Effectiveness and the Vice Chancellor Academic Affairs a significant revision of the Unit Annual Report to be used in spring 2004. The revised report eliminates requests for information that is provided in other reports or that is no longer being used.
Recommendation 4: Reaves moved to approve; Hodson seconded.

   The committee recommends that the Process Improvement Committee continue to move toward developing relational databases to improve efficiency in report preparation and analysis and to provide units more access to information.

Recommendation 5: Thompson moved to approve; Albright seconded.

   The committee recommends that the Process Improvement Committee develop a staggered schedule for the Five-Year Unit Evaluations to begin in 2004-05.

Richard L. Mauger, Secretary