

Educational Policy and Governance (EPAG) Committee Meeting Minutes - September 9, 2010

CC214, 11:30 - 1:00 p.m.

Present: Ann Minnick, Cary Franklin, Chad Topaz, Gerard Hoogvliet, Janet Folina, Jayne Niemi, Kathy Murray, Kendrick Brown, Patrick Schmidt, Taren Kingser, Terri Fishel, Terry Krier, Tom Varberg (Chair)

1. Welcome and introductions

Tom welcomed everyone to the committee and expressed an interest in developing an atmosphere that would allow us to get to know each other better by the end of the year. So setting the tone, we not only introduced ourselves, but also shared a little more personal information.

2. Approval of minutes of 4 May 2010

The committee did this by email at the end of last year.

3. Election of committee officers

a. Chair – Tom shared the bylaws and expressed that he felt that everyone who is on the new committee should have a say in the election of the chair. He asked if there were additional nominees, but hearing no additions, determined that everyone was fine with current status, Tom as chair.

b. Secretary – again the bylaws stated the need to elect secretary, and Jayne and Terri split the responsibilities, which again everyone agreed with the current status.

4. Meeting time conflict for one member

One elected faculty member, Sonita Sarker, is not available for this meeting time. After discussion of various possible options, it was determined that the group is fine with the current time, and Sonita will be kept informed by Moodle and email, and in the spring will be able to join the group.

5. Organization of the committee's work & syllabus for the fall semester

Tom will post the agenda for each week on the Moodlegroup site on Monday by 5. Minutes will be posted to Moodle and then on the web after the committee approves them. The faculty bylaws outline formally what we should be doing, but in general EPAG is in charge of curriculum and governance issues. One responsibility is reviews of departments and programs. After receiving the Self-study, EPAG prepares questions, one or two members from EPAG meet with outside reviewers, and after the review EPAG prepares a response and possible additional questions. Another responsibility is the allocations process, which we would like to see, started earlier. This is an agenda item for next week. The CDP is a list of key areas to strengthen in the curriculum, and we will start a second round this year for depts. and programs to submit proposals. Lunch will be provided each week, including a vegetarian option.

6. Faculty committee service

- a. Independently Designed Interdepartmental Major (IDIM) Committee - Janet Folina
- b. Academic Standing Sub-Committee (ASC) -Terry Krier
- c. Study Away Review Sub-Committee (SARC) - Patrick Schmidt
- d. Department Chairs/Program Directors representative - Cary F.
- e. General Education Requirements Committee (GERC) - Tom will check with Sonita Sarker
- f. Recommendation to Provost for a non-EPAG faculty member for GERC -Tom will check with Libby Shoop

7. EPAG representation

- a. Academic Liaisons Committee (ALC) – Tom Varberg
- b. Grants Committee - Tom Varberg
- c. Institute for Global Citizenship (IGC) Advisory Committee - Chad Topaz
- d. Student Learning Committee - Mon. at 1 p.m. Tom will check with Sonita Sarker
- e. Board of Trustees Academic Affairs Committee – Tom Varberg
- f. Board of Trustees Admissions Committee - Chad Topaz and Patrick Schmidt
- g. Board of Trustees Advancement Committee - Cary Franklin
- h. Board of Trustees Campus Life Committee - Janet Folina
- i. Honorary Degree Committee -Tom Varberg

For #6 and #7, Patrick will trade with Sonita depending on whether she can do GERC or the Student Learning Committee. For whichever one she doesn't choose, Patrick will do.

8. Special assignments

- a. Library Advisory Board - Terry Krier
- b. CST Advisory Board - Patrick Schmidt

9. Requirements for credit-bearing internships [Provost Murray]

Mike Porter asked EPAG to consider creating an advisory group for the internship office, not to do approval of individual internships, but to think broadly. The group agreed it was a good idea. Names do not need to go to FPC, so Mike can contact three faculty and then share the names with Tom and Kathy, who will share them with FPC.

10. Dean of the IGC search [Varberg; Topaz]

It was agreed that we would set aside time on the agenda to discuss how to improve the connection between the IGC and the academic program. It was also suggested that Kathy ask department chairs to discuss the IGC and search in their department meetings. A search committee has not yet been formed, but it was agreed that EPAG should consider how best to help shape a vision for the position that could be incorporated into a job description that is being developed.

11. Proposed agenda items for 2010-11

- a. Prescribed business
- b. Discretionary business
 - i. Second round of proposals for the Curricular Development Plan (CDP) [early Fall]
 - ii. Development of guidelines for the new Fund for the Advancement of Collaborative Teaching (FACT) [early Fall] - we are responsible for setting guidelines - Kathy will prepare a draft for EPAG to respond to

Meet with Lorne Robinson to engage with him and develop closer relationship between EPAG and admissions. It was suggested that we could review 4 files of students – two who were accepted but chose not to come to Mac, and two who were not selected to discuss how admissions makes decisions. The question was raised as to when we last reviewed the admission requirements, and the answer was never in the memory of any EPAG member.

Next week we will address additional suggestions

12. Announcements [Varberg]

- a. East Asia workshop opportunity at UWRF - late Sept. - Sept. 30-Oct.2 and in view of our CDP thought someone might be interested in attending.

13. Adjournment

We adjourned at 1 p.m.

Respectfully submitted by Terri Fishel, Library Director.