

Educational Policy and Governance (EPAG) Committee Meeting Minutes

8 September 2011, 11:30 a.m. – 1 p.m.

Present: Holly Barcus, Kendrick Brown, Terri Fishel, Janet Folina, Kate Hamilton, James Heyman, Ann Minnick, Yeukai Mudzi, Kathy Murray, Jayne Niemi, Sonita Sarker, Patrick Schmidt (Chair), Chad Topaz, Chris Wilcox.

1. Welcome and Introductions. As the first meeting with new members, Patrick welcomed everyone and we shared introductions.

2. Notes on EPAG as a Committee: Faculty Governance, Consensus, Recusals, Confidentiality and Discretion

Patrick shared general comments on faculty governance and our role:

- **Consensus** - We operate by consensus and that means that everyone has an opportunity to be heard and understood, but we may not reach unanimity on every issue. When we don't have complete consensus, it is our practice to make sure that everyone's perspective is understood but it is also important that those in dissent can say that they understand that they are the minority, so that we can agree to move on.
- **Recusal** - At times during some discussions, certain members may be asked to leave for a short period of time. Recusals generally involve individuals who are members of a department or steering committee that is under discussion, as in the case of department reviews. There may be other reasons for recusal and everyone should feel free to raise such issues as they arise; on the flipside, please try not to take offense if someone asks about potential conflicts.
- **Confidentiality & Discretion** - Many discussions often involve information that is sensitive, and the Provost in particular must trust that information shared from the administration is respected. As representatives we often should be speaking with others on campus to hear their views, but we should also be careful when discussing issues not to attribute viewpoints to specific individuals speaking in the committee deliberations.

3. Faculty committee service assignments

- a. Independently Designed Interdepartmental Major (IDIM) Committee – Janet Folina
- b. Academic Standing Committee (ASC) – Janet Folina
- c. Study Away Review Committee (SARC) – Holly Barcus
- d. Department Chairs representative – Chair
- e. General Education Requirements Committee (GERC) – James Heyman

4. EPAG representation

- a. Academic Liaisons Committee (ALC) – Chair
- b. Grants Committee – Chair
- c. Institute for Global Citizenship (IGC) Advisory Committee – Sonita Sarker
- d. Student Learning Committee - Chad Topaz
- e. Board of Trustees Academic Affairs Committee – Chair
- f. Board of Trustees Admissions Committee - Chris Wilcox
- g. Board of Trustees Advancement Committee - Sonita Sarker

- h. Board of Trustees Campus Life Committee – Chris Wilcox
- i. Honorary Degree Committee – Chair

5. Special assignments

- a. Library Advisory Board – Janet and Patrick will split the two meetings, Oct. 4 and Nov. 15
- b. CST Advisory Board – Holly Barcus

6. Discussion of Agenda for 2011 – 12 – Patrick led a discussion of identifying priorities from a range of possible concerns. The following points were made:

- Advising and writing were considered priority topics. Ann shared information on the assessment activities and the Write Well campaign. Currently there is a recommendation to hire a Director for Writing and this could come up in allocations discussions.
- Accreditation work will reside with the Student Learning Committee and will not take up the time of EPAG, except to review a report.
- The academic calendar may be discussed because it is time sensitive and there are issues related to the length of the January break and the number of instructional days. A study by students reveals we are low in comparison to peers. Any decisions for changes would require two years to take effect.
- The Russian Studies memorandum will be on the agenda for next week. Patrick shared a list of questions for discussion in the preliminary review phase
- Chad Topaz has been working on a metric for class size but has lacked data. Jayne will work with Chad to obtain the required data.
- It was agreed that the work of Admissions affects many aspects of the college and Patrick will work to bring Jeff Allen, Admissions, to meet with EPAG.
- Proposal for concentration in Critical Theory needs to be reviewed.
- The General Education Requirements are due for a general review or report back to the faculty and so EPAG will need to take up that question in some form.
- Changes made to the study away program need to be reviewed by EPAG; Patrick will arrange for Paul Nelson to meet with the committee.
- There are a many required items of business:
 - i. Departmental Reviews to Complete: Economics, Geology, Library and Media Services
 - ii. Departmental Reviews Beginning 2011-12: Chemistry, English, Political Science and Psychology
 - iii. Concentrations will be reviewed for the first time: African Studies, Urban Studies, and Legal Studies are the first up for review.
 - iv. EPAG will review proposals for FACT grants this Fall.
 - v. EPAG must review course changes.

7. Review of proposal to close the Global Citizenship concentration (from GC Steering Committee) – reviewed and approved. Patrick will write a letter and the steering committee will be requested to reassure the two students currently in the concentration.

8. Report for Faculty Meeting – Patrick will provide a report on our activities and mention the Russian Studies memo.

9. Agendas for future meetings will be distributed at the latest by mid-day on Mondays.

Adjourned at 12:55

Respectfully submitted by Terri Fishel, Library Director