

EPAG Minutes
December 5, 2013

3:00-4:30 Campus Center 214

Present: June Ban, Terry Boychuck, Kendrick Brown, Darcy Burgund, Merita Bushi, Terri Fishel, Susan Fox, Geoff Gorham, Ann Minnick, Jayne Niemi, Jaine Strauss, Joelle Vitiello (Chair), Harry Waters, Jr.

1. Approval of minutes - minutes of November 21 approved as distributed.
2. Hispanic Studies Letter - reviewed the letter composed by Joelle and approved for distribution.
3. Community and Global Health Self-Study - reviewed self-study and discussed possible questions. Concern was raised regarding the epidemiology course which Math will not be offering any longer and a question will be posed to the steering committee regarding this concern. Joelle will prepare the letter as a Google doc and share with members of EPAG. The letter will be sent at the beginning of the next semester.
4. New Information about Calendar 2014-15 - Kendrick reported on a meeting with the Higher Learning Commission (HLC) and new federal guidelines regarding our credit hours and how we report them. Kendrick shared a document entitled "Macalester College Variable Credit Policy" based on the motion passed at the April 1992 faculty meeting and a document that summarized how our credit hours will look with the new college calendar for the next four years. Senior Staff have approved the new calendar for 2014-15, but we need to review the following years because there is a discrepancy in some years due to some class schedules not meeting the 40-42 class hour range. Discussion focused on what factors were included in "class hour" measurement, such as using Moodle, inclusion of exam hours, and the need to be sure that whatever was measured was standard across all disciplines. Kendrick and Kathy Murray will be attending the annual HLC meeting to get more information. EPAG will explore this issue further next semester.
5. Update on Writing Requirement - Adrienne will have a document to EPAG in January and we will take up the issue again next semester.
6. French and Francophone Studies Self-Study - The self-study was posted in Moodle and EPAG will develop questions soon as the outside reviewers will be on campus in early February. Susan Fox volunteered to create the Google doc in January for EPAG members to contribute questions. Harry Waters, Jr. volunteered to meet with the outside reviewers, pending confirmation on dates and times. The reviewers will be on campus beginning Sunday evening through Tuesday.
7. Minor in Latin American Studies proposal - Joelle has posted the request in Moodle. EPAG will address early next semester.
8. Grades from Study Abroad - The question was raised as to whether there should be a review of grading policy related to study away grades impacting a student's overall GPA. During the course of discussion many different issues were raised including: number of pass/fail courses allowed, transfer credits, and courses that challenged students outside their major. It was decided that EPAG will look at these issues next semester if there is sufficient time.
9. Library - concerns were expressed regarding the process for the collection management project currently underway and the impact on the curriculum. Lack of time limited discussion, but it was

pointed out that some departments will have no issues with titles identified for removal, while others will need more time to more carefully evaluate. Terri shared that changes are being made to the process and that every faculty member now has access to all the comments being submitted by various faculty members and that no books will be removed before faculty have had sufficient time to review the lists of titles identified by the criteria as candidates for removal. At the same time, Terri also stated that space limitations in the library require that we carefully reduce our collection to ensure that it supports the current curriculum and allows for sufficient room for growth for new items. This discussion may continue in the next semester.

10. Joelle thanked Darcy for her work this semester. Darcy will be replaced by Ernesto in the spring. The group also thanked Joelle for her hard work. Happy Holidays to all!

Meeting adjourned 4:29

Respectfully submitted by Terri Fishel, Library Director