

--Approved – 9/3/2008
EPAG Minutes August 21, 2008
Campus Center 214; 1:00 p.m. – 3:00 p.m.

Present: Pete Ferderer (Chair), Kathy Murray, David Martyn, Terri Krier, Kendrick Brown, Carlton Macy, Jayne Niemi, Tom Varberg, Terri Fishel

Absent: Eric Wiertelak and two student members to be appointed by MCSG

AGENDA ITEMS

- I. WELCOME and introductions of members present.
- II. Brief discussion of potential additional member to fill in until Ellen Guyer's position is filled. It was determined that Jayne Niemi can perform in the key role of "institutional memory" previously done by Ellen.
- III. SUB-COMMITTEE SERVICE: volunteers/appointments are noted below
 - A. Independently Designed Interdepartmental Major (IDIM) Sub-Committee
(Need 1 EPAG faculty, 1 EPAG student member, 1 non-EPAG faculty, and Registrar) - **Kendrick Brown**
 - B. Academic Standing Sub-Committee (ASC)
(Need 1 EPAG faculty, 2 non-EPAG faculty, and Dean of Academic Programs) –
Terri Krier
 - C. Study Away Review Sub-Committee (SARC)
(Need 1 EPAG faculty, 1 non-EPAG faculty, and Registrar) – **Carlton Macy**
 - D. Internationalism General Education Sub-Committee
(Need 1 EPAG faculty, 2 non-EPAG faculty, staff appointed by Provost) –
David Martyn
 - E. Quantitative Thinking General Education Sub-Committee
(Need 1 EPAG faculty, 2 non-EPAG faculty, and staff appointed by Provost) –
Tom Varberg
 - F. U.S. Multiculturalism General Education Sub-Committee
(Need 1 EPAG faculty, 2 non-EPAG faculty, and staff appointed by Provost) –
see note below
 - G. Writing General Education Sub-Committee
(Need 1 EPAG faculty, 2 non-EPAG faculty, and staff appointed by Provost) – **Eric Wiertelak**

During the discussion of US Multiculturalism GE subcommittee, the question was raised as to whether it was a requirement that the Chair was a member of EPAG and further that the chair of US Multiculturalism committee should be Jane Rhodes. The purpose of staff appointments were to handle some of the administrative functions to relieve some of the workload for the Chair. Also briefly discussed continuing appointments versus new appointments. Names of potential faculty for subcommittee appointments included: Chuen Fong Wong suggested for Internationalism; Molly Oleson, and Paula Paul Wagner continuing. For QM names recommended included Kelly MacGregor, Paru Shah, Julie Dolan, Dan Trudeau, Libby Shoop, Chad Topaz. Dave Ehren would continue – take over administrative piece. Multiculturalism – Jane Rhodes – chair; faculty; Sedric McClure – staff; Kendrick will stay on and additional names included: Harry Waters, Jr., Casey Jarin, Winston Kyan, Susan Drake, Mark Mazullo, Karine Moe, Laura Smith. For writing:

Mark Mazullo, Linda Schulte-Sasse, Becky Graham from the Writing Center. Kathy will follow up with the invitations.

It was also mentioned that the number of courses offered with multiculturalism designation totaled only 9 so far which is too few and encouragement to submit proposals should be sent out.

IV. EPAG REPRESENTATION:

- A. Academic Liaisons Committee - *Chair*
- B. Grants Committee - *Chair*
- C. Institute for Global Citizenship Advisory Committee – *Chair*
- D. Board of Trustees Academic Affairs Committee – *Chair*
- E. Board of Trustees Admissions Committee – **Tom Varberg**
- F. Board of Trustees Advancement Committee – **Carleton Macy**
- G. Board of Trustees Campus Life Committee – **Terri Krier**
- H. Honorary Degree – **David Martyn**

IV. SPECIAL ASSIGNMENTS:

- A. Ad Hoc Committee to Restructure EPAG – **Kendrick Brown, deadline for report is Halloween**
- B. Library Advisory Board Committee – **David Martyn**

V. Pete gave report on two committees

- A. Appeals Committee for Academic Standing – six students who appealed a decision – one was too late; of the five considered; appeal rejected in all five cases; reconsider two cases with additional information – one case Aug. 15th deadline – status unknown at this time; deadline for second has not transpired yet – Aug.27
- B. Grants Committee met last week; Pete distributed the agenda from Aug. 14 meeting which provided a summary of activity, proposals declined, and pending proposals.

VI. FALL 2008 PROPOSED AGENDA ITEMS

1. Center for Scholarship and Teaching (CST) External Review – copy of report will be distributed to new members for review before next meeting.
2. Develop Criteria for Review of Concentrations – *Do concentrations fit with our new academic structure? Communicate what EPAG is looking for (e.g., catalog copy) and create review schedule (e.g., 4-5 year clock, staggered). The deadline for submission of review material is January 15. EPAG should communicate criteria to faculty by October 1. Last year EPAG approved three concentrations – global citizenship, human rights, global health; still need to approve programs; felt a need for an ongoing review of concentrations – establish criteria, communicate to the concentrations, meet deadline of Jan. 15th; programs such as African Studies, Urban Studies, Legal Studies – concentrations not academic structures – if a concentration becomes successful then it becomes a program. Now we are looking at sunset clause – EPAG can discontinue a program. What is the criteria by which we judge a program?*

3. The Assessment Initiative at Macalester (MASC, IDEA, CLA, MLA, RPS, NSSE, CSEQ, CSS, HEDS, GER rubrics, etc.) – *What concrete steps can EPAG take to support the creation of an effective assessment program?*
4. General Education Requirements (GER) – *How should courses certified to meet Internationalism, Quantitative Thinking, U.S. Multiculturalism, and Writing GER be assessed? Can the recertification process be improved? What does recertification data tell us?*
5. The “Joint Committee” (EPAG/RPC) Report on New Faculty Positions – *Does EPAG need to address this?*
6. EPAG Restructuring – *Proposal coming from the Ad Hoc Committee by Halloween. It will suggest ways to prioritize/clarify goals, manage workload, align responsibilities, and streamline processes. EPAG should submit a recommendation to the Faculty by February.*
7. Recommend Handbook Revision (Section 6, VI.D.5.d, pp. 20-21) for process to follow on successful appeals of faculty personal decisions – *Discuss with FPC.*
8. Formalize fast-track hiring process (e.g., a faculty member leaves the College before tenure decision).
9. Faculty Responsibility in Admissions – *Consider EPAG’s relationship to the Admissions Office.*
10. Grade Inflation – *Present at Macalester? Possible remedies if present?*
11. Faculty Meeting Attendance – *Monitor for discussion of faculty meeting structure and operation in the spring.*

SPRING 2009 PROPOSED AGENDA ITEMS

1. Review Concentrations
2. Allocations Deliberation – *Three separate 3-hour meetings in March.*
3. External Reviews for Biology, Mathematics and Computer Science, and Music Departments
4. Review Faculty Meeting Structure, Operation and Attendance – *Did time change affect attendance? Implications for quorum? Can committee reporting be made more efficient? Should the order of items be changed?*

Meeting adjourned at 3:00 p.m.

Next meeting Wed., Aug. 28 4:00 – 5:30

Respectfully submitted by Terri Fishel