

## EPAG Minutes - September 7, 2017

Campus Center 214, 3:00 - 4:30

Present: Darcy Burgund, Julia Chadaga, Erik Davis, Saakshi Dawini, Terri Fishel, James Heyman, Dan Hornbach, Joanna Ingot, Cynthia Kauffeld (Chair), Kaitlyn Lindaman, Ann Minnick, Karine Moe, Jayne Niemi.

1. Minutes approved for last year's last meeting, April 27, 2017.
2. Introductions - welcomed new members Dan, Joanna, Kaitlyn.
3. Report on Board of Trustees Meetings (Campus Life and Academic Affairs)- The report included an update on EPAG's allocations process, the five successful hires last year, and the thirteen approved requests for this year. Chair of EPAG gave report on EPAG activities, FPC report on grievance procedures, RPC report on changes for RPC and work on getting ready for the FAIR ( Fall Academic Issues Retreat. ) Reports included members from other campus departments as well. The other related EPAG issue was the discussion of the test optional proposal for admissions.
4. Chair Communications - our business for the year includes:
  - a. Reviews of departments
  - b. Reviews of concentrations
  - c. Curricular - issues related to dropping classes
  - d. And other curricular matters
  - e. Reps to BOT meetings - October 6 - we identified faculty members who would participate in the BOT meetings on Friday.
    - i. Academic affairs - 7:30-9:00, Darcy
    - ii. Campus Life - 9:05 - 10:35 - Dan
    - iii. Admissions 10:40 - 12:10 - James
    - iv. Advancement 10-40 - 12:10 - Joanna
  - f. Committee representation
    - i. Academic Standing Committee - Julia
    - ii. Study Away Committee - Joanna
    - iii. Interdisciplinary independent Majors - Erik
    - iv. Library Advisory Committe - Dan
    - v. GERC - Darcy
  - g. Cynthia will set up a Google docs for EPAG
  - h. FAIR will take up the first few meetings of September
  - i. External Reviews - Geography, History, and a response from Anthropology. Process for external reviews includes a self-study by a department, that is read by EPAG and in addition to a standard set of questions suggestions questions to the Assoc. Provost to be shared with the external review committee. The Chair of EPAG along with another member of EPAG meets with the external reviewers.
  - j. Concentration Reviews - 6 to be reviewed and this review is not an external review nor is it as detailed. Based on EPAG's examination of enrollment data and other information collected for the review, a concentration could be approved for continuation or potentially discontinued. We don't have a standard form for collecting data. Program Review information is found in [section 5 of the Faculty handbook](#).
  - k. GERC Report that came in last spring on S/SD/NC grading policy

1. Task force on course evaluations
5. Registrar communications - course changes - Jayne reviewed changes memo. Approved.
6. Policy on use of recording devices in our classes - Patrick Schmidt contacted Karine about establishing a policy on recording classes for a college wide policy. After discussion, it was agreed to allow Patrick to work with his class to research other colleges, analyze issues, propose text. EPAG will review and determine proposal for next steps.
7. FAIR Schedule is available on the Provost website along with an RSVP form. The plan is for tables of 8 to include a facilitator and a scribe and to utilize Google docs for transcriptions. A link to the [LibGuide - Liberal Arts in the 21st Century](#), will be included on Karine's page and on the invitation.
8. RPC Report preliminary discussion - Dan provided more background information based on the work RPC did and reminded members that graphs are percentages, not numbers of students. We discussed admissions, possible assessment options to identify information from graduating seniors, and it was suggested we look at the recommendations included in the report for our meeting next week.

Meeting adjourned 4:30

9. Geography Self-Study preliminary discussion - have to do questions next week.

Respectfully submitted, Terri Fishel, Library Director