

EPAG Minutes

September 12, 2019

CC 206, 3-4:30 p.m.

Present: Louisa Bradtmiller, Eric Carter (Chair), Arjun Guneratne, James Heyman, Joanna Inglot, Natalie Luo, Mark Mazullo, Ann Minnick, Ernesto Ortiz-Diaz, Paul Overvoorde, Timothy Traffie, Karine Moe (via phone)

1. Minutes from September 5, 2019 were approved.
2. Eric will plan to report on Faculty Advisory Council (FAC) meetings as appropriate. Nothing to report at this time.
3. Discussion about adding a second student to the committee--Natalie mentioned that Student Affairs is in the process of finding a second student representative. It was noted that this is not an elected position and that the student members are voting members on the committee.
4. Course change memo was reviewed and approved. Course change proposal forms will be made available in the shared drive.
5. Discussion of Biology Department Review after Natalie left the room. Eric will draft a letter response from EPAG. General discussion about the review process and how reviewers for the external reviews are selected.
6. Discussion of proposed changes to English minor were reviewed and approved. Approval will be included in EPAG's report to the faculty.
7. Discussion of faculty absences from class. Karine gave an overview of faculty absences and how to have future discussions around this. Discussions will continue.
8. Discussion of End-of-Course Survey (ECS) policy. EPAG will draft a policy on the administration of ECSs using recommendations as a framework. Draft content for an ECS webpage. Basic tasks are planned to be completed this fall—create a strong working draft of the policy that will help define what will happen in the spring.

Next meeting:

Re-visit ECS policy

Departmental Review Policy

Mobilize Mac

Meeting adjourned at 4:30 p.m.

Submitted by Timothy Traffie, Registrar