

## EPAG Minutes

November 4, 2010

11:30 to 1:00

Campus Center 214

Kendrick Brown, Terri Fishel, Janet Folina, Gerbrand Hoogvliet, Taren Kingser, Terry Krier, Ann Minnick, Kathy Murray, Jayne Niemi, Patrick Schmidt, Chad Topaz, Tom Varberg (Chair)

1. Approval of minutes – Minutes were approved as submitted.
2. Announcements
  - a. Update on Committee Composition – Cary Franklin has requested permission to resign, which Tom has granted. FPC is responsible for holding a special election. Tom has requested that at the next faculty meeting there be time for nominations so that if possible someone can be nominated, and an election held before the end of the term.
  - b. Tom shared a syllabus outlining topics for the remainder of the semester. Order of business for the remainder of the term would include:
    - Discontinuance of departments document
    - Consideration of the 5 CDP proposals – currently on Moodle for review
    - FACT proposals which are due on the 12<sup>th</sup>
    - Proposal for a concentration in International Development will be on next week's agenda along with the selection of the chair of EPAG for next year
    - Other items to be considered include:
      - Motion to change elections cycle
      - Proposals for study away programs
      - Writing requirements from GERC
      - Allocations call timeline
      - MAX Center review
      - Terry K will report on the external review of the Library and Media Services next week
      - Academic Advising – Ann will submit a document for review
3. Course Change Memo – approved.
4. Required Library sessions for first year courses – Tom provided background and a copy of the motion that was approved by the faculty. Although all courses have finally been scheduled, one faculty member was particularly resistant and scheduled a session in December. As this is an expectation of faculty approved by faculty, it was the consensus of EPAG to reconfirm this as a mandatory requirement and reconfirmed the commitment to the six components of all first-year courses.
5. Discussion on Process for Discontinuing a Department - Tom will announce opening of forum at the next faculty meeting, on Tuesday, Nov. 9th. The document was reviewed and small changes made. This document will go out on the 9<sup>th</sup> with a deadline of December 6<sup>th</sup> to respond. There will be a town hall meeting to discuss the reduced set of options. The town hall discussion will be held early in spring semester, possible Feb. 15<sup>th</sup> with a vote in March.
6. Response to MAX center review – There was an expression that the response from the MAX Center seemed to be brief. It was determined that they should be encouraged to reach out to Communications and Public Relations to develop a plan for outreach communication to increase visibility. There was discussion on extending an FTE for one position, and the encouragement to have staff participate in department meetings to increase visibility. It was also suggested that the

MAX Center could reach out to do more collaboration with the CST for new faculty orientation.  
Additional suggestions included:

- Work with IR to do assessment
- Solicit nominations from faculty regarding peer tutors
- Centralize tutoring on campus through the MAX Center using the model of the AIAs and have tutors in the disciplinary buildings
- Make better use of their time by eliminating workshops

We adjourned at 1:00.

Respectfully submitted by Terri Fishel, Library Director