EPAG Minutes
January 23, 2020
Campus Center 3:00 - 4:30
Present: Louisa Bradtmiller, Eric Carter (Chair), Arjun Guneratne, James Heyman, Joanna Inglot, Natalie Luo, Mark Mazullo, Ann Minnick, Ernesto Ortiz-Diaz, Timothy Traffie

1. Approval of Minutes of December 5, 2019 - approved
2. Re-introductions; time to refresh our memories; general plan for the Spring semester
   a. Board of Trustees meeting January 31 - emails were sent with assignments: Mark - academic affairs; Eric - academic affairs as well; Louisa - Admissions/Advancement; Joanna - campus life. Trustees will be split in smaller groups. 8 am meetings.
   b. Allocations (later in the semester -- February 7 deadline) - can this be one, longer meeting or a couple of meetings? No weekends, if possible. Respectful of timing for these meetings. Allocation will likely be the majority of business of the spring.
   c. Other spring - Music: extension to end of January 2020 (review in February, EPAG will write a response). PHYS external review is due April 2020 for response.
   d. Proposed changes to faculty handbook (Arjun) - will be discussed this semester. Eric will review proposals, and to be discussed at EPAG next week.
   e. Fair topics for the Fall - Faculty Academic Retreat (Karine has asked about this in the past). Last Fall was skipped, will we have one next Fall?

3. Old business
   a. Updates on department reviews
      i. Music: extension for dept response to external review report extended to end of January 2020
      ii. Physics and Astronomy: external review is in; awaiting department response (April 2020 deadline)
   b. End-of-Course surveys
      i. Plan: should a motion for the new policy be brought forward at the February or March Faculty Meeting? - Bring forward the motion in February? Parliamentary procedure? Pro/con in February? How did the next step of the pilot program go? - Eric will talk to Paul about the pilot program and assess future action for the motion at the faculty meeting. Further discussion might be best and the Serie Center has plans to talk about bias in surveying. Wait until March to bring motion to the Faculty.
   c. German Studies proposal (revised) - revisions and outside departmental support was provided as requested. Approved with a few small changes. Eric to send response to the department.

4. New business
   a. African Studies concentration review - will discuss at next meeting
   b. Discuss allocations and NTT faculty positions - We need a plan for how the allocation process will work. Ground rules for how allocations will happen. All information clearly upfront.
c. Student petition re: graduation requirements (Timothy) - approved on narrow grounds with concerns. Should we revisit the 96 division maximum? Catalog language around division max and distribution of departmental courses to be revised and clarified.

5. Looking ahead
   a. Joan Ostrove and Donna Maeda will be coming to EPAG January 30 for advice/input about end-of-course surveys

Meeting adjourned 4:31
Submitted by Timothy Traffie, Registrar