

EDUCATIONAL POLICIES COMMITTEE
Agenda
Monday, September 20, 2021, 3 – 5 p.m.
604 Cohodas

1. Approval of Agenda
2. Approval of Minutes – April 26, 2021
3. New Business
 - a. Medical Laboratory Assistant Certificate Suspension
 - b. EPC Secretary (Michelle Inman – Communications & Media Studies)
 - c. Dean Presentation Schedule
 - i. Presentations to include updates on programs approved in the last three years (2018-2019, 2019-2020, 2020-2021)
 - d. 2020-2021 Annual Report – B. Canfield
 - e. Academic Department Review

Programs approved by EPC in the last three years:

College of Arts & Sciences

- *Master of Science in Mathematics (2018-2019)
- Master of Computer Science (2019-2020)
- Bachelor of Fine Arts in Theatre & Dance (2019-2020)
- Bachelor of Arts in Theatre & Dance (2019-2020)
- **Bachelor of Fine Arts in Acting (2020-2021)

College of Business

- Master of Business Administration 4+1 with a concentration in accounting (2019-2020)
- Bachelor's Degree in Sustainable Business & Enterprise Creation (2020-2021)

College of Health Sciences & Professional Studies

- *Master of Science in Speech-Language Pathology (2018-2019)
- Master of Science in Nursing (2019-2020)
- **Master of Science in Administration of Outdoor Recreation & Nature-based Tourism (2020-2021)

*EPC reviewed these programs after they were approved by the Provost

**Programs did not receive Senate/BOT/MASU approval last Academic Year. Start dates of Fall 2022

EDUCATIONAL POLICIES COMMITTEE
Minutes
Monday, September 20, 2021, 3 – 5 p.m.
604 Cohodas

Present: J. Cantrill (chair), B. Canfield, W. Farkas, C. Johnson, K. Johnson, G. Logan, J. Lubig, J. Thompson, L. Warren, R. Winn

4. Approval of Agenda

- a. C. Johnson moved to approve. W. Farkas seconded. All in favor.

5. Approval of Minutes – April 26, 2021

- a. R. Winn moved to approve. J. Thompson seconded. All in favor.

6. New Business

a. Medical Laboratory Assistant Certificate Suspension

- i. Paul Mann, Associate Dean & Director of the School of Clinical Sciences, was not able to attend this meeting. J. Cantrill and J. Lubig updated the group on why the department is suspending the certificate. There is no enrollment, no impact on other programs, and no financial repercussions
- ii. This is an FYI to the committee because there are no financial considerations

b. EPC Secretary (Michelle Inman – Communications & Media Studies)

- i. J. Cantrill announced that Michelle Inman has agreed to be the new EPC secretary. Michelle is slated to start at the next meeting

c. Dean Presentation Schedule

- i. C. Johnson asked that 'Bachelor's Degree in Human Resource Management' be added to the list of College of Business recently approved programs. The updated list is included at the end of the minutes
- ii. To be included in presentations:
 - 1. New program enrollments (programs approved in 2018-2019, 2019-2020, 2020-2021): benchmarks vs. actual
 - 2. Enrollment trends
 - 3. SCH
 - 4. Staffing requests
 - 5. Buyout update
 - 6. Double majors
 - 7. Upcoming curriculum revisions with resource implications
- iii. Lisa Eckert, Dean of Graduate Education & Research, should also provide a state of the college update

iv. Schedule:

1. October 4: C. Johnson for College of Business, L. Warren for Library & Instructional Support
2. October 18: R. Winn for College of Arts & Sciences, L. Eckert for Graduate Education
3. November 1: J. Lubig for College of Health Sciences & Professional Studies

d. 2020-2021 Annual Report – B. Canfield

- i. B. Canfield stated that the report is not ready. The report will be provided within a month following the BOT approval of the AAUP contract

e. Academic Department Review

- i. J. Cantrill provided a recap of the Academic Department Review. He would like to get the guidelines out to the departments that are slated to start ADR next year
- ii. Suggestions
 1. Brevity of overall report. Only ask for information we actually want
 2. More information on impact rather than departmental history
 3. Change in modality of programs should be included
 4. Need to document faculty scholarship in some way
 5. A place to document part-time faculty that are teaching higher- and higher-level courses. Can be documented in SWOT analysis or evolution of department
 6. Allow departments with strict accreditations to pull this information from their accreditation documents
 7. Leave the department narrative open ended
 8. A form for some information but allows for a narrative when needed (e.g. A space to state number of offices/labs, but also a place to explain if that's enough space for the department)
 9. A place to review non-course services, such as the writing center and the developmental reading program. These would fall under the ancillary program section
 10. Make sure it's clear that this is a review of the academic departments as a whole. Academic programs are just a part of it
 11. Service: expand to include courses and 'non-academic programs' (writing center, tutoring). Clarify that all service activities fit in Part B.b. (service that your department does for other programs and service your programs receive from other departments)
 12. Invite Jason Nicholas, Assistant Provost for Institutional Research, to a meeting to discuss the data that will be given to departments
 13. J. Lubig: Center for Native American Studies should have their own separate review; add to 2027 or 2026 review
 14. Create an ADR Dashboard
- iii. Will EPC provide comments or give recommendations? Yes
- iv. External reviewer site visit, does this person actually need to come to campus? Or could it be a virtual reviewer?

1. It is helpful to have someone physically on campus. They can walk through facilities and talk to students they come across instead of only department selected students
2. An on-site review is preferred, but virtual review is allowable. It depends on the department
3. Can we utilize accreditation external reviewer reports? Yes
4. A list of preferred external reviewers is given to the Provost, who selects a reviewer from this list
- v. Are the guidelines a living document? There is room for changes, but would like to keep everything consistent from review to review. However, it needs to evolve as time goes on
- vi. Hold off on sending this out to apply the design thinking process. Go back to identify:
 1. Audience(s)
 2. What information our audience need
 3. Initiatives
 4. Strategy for future
 5. How will the current situation affect creation of new programs?

Concern was voiced that EPC had already addressed most of these issues and that to delay sending the guidelines to departments might unduly delay the process.

Meeting was adjourned at 4:55 p.m.