

Educational Policies Committee
October 4, 2021
604 Cohodas
3:00 p.m.

****Unless someone is not feeling well or quarantined, meetings will be held in a F2F modality.****

1. Approval of Minutes – September 20, 2018
2. Approval of Agenda
3. Business
 - a. Consideration of Revised ADR Guidelines (previously distributed)
 - b. College Reports*
 - a. College of Business
 - b. Library and Instructional Support
 - c. Good of the Order
 - d. Agenda for next meeting

Each report should succinctly review each of the following (if applicable):

- * Enrollment Trends (including double majors)
- * New Programs Accepted (with enrollment benchmarks)
- * SCH Trends and Retention Highlights
- * Accepted Program Benchmark Trends
- * Staffing Requests Update
- * ERIP Results and Replacement Exigencies
- * Anticipated Retirements
- * Upcoming Curriculum Revisions with Resource Implications

To make her job a bit easier to get into and come up to speed, please provide Michelle Inman with an outline of your remarks and/or slide deck before the meeting.

Educational Policies Committee
Minutes
Monday, October 4, 2021, 3-5 p.m.
604 Cohodas

Present: J. Cantrill (chair), M. Inman (secretary), W. Farkas, C. Johnson, K. Johnson, G. Logan, J. Lubig, J. Thompson, L. Warren and R. Winn

4. Approval of Minutes – September 20, 2021

- a. G. Logan moved to approve. R. Winn seconded. All in favor.

5. Approval of Agenda

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

6. New Business

a. Email from D. Pierce regarding a CUP email that flags costs in Social Work regarding their substance abuse program

- 1) may need up to 12k to teach class
- 2) J. Lubig to talk to Abigail Wyche about program
- 3) J. Cantrill questioned does this need to come to EPC just because they need resources to teach the course?
- 4) All agreed that it should; J. Cantrill to ask D. Pierce to send us a copy

b. Consideration of Revised ADR Guidelines (previously distributed)

- 1) J. Lubig was questioning who the audience actually is; seems like a very overwhelming request of people in positions like his – just a lot of information to gather/obtain; Is there a better way to format exactly what is needed step by step in these reports?
 - a) Audience: Department, the Provost and some external offices
 - b) J. Thompson suggested streamlining links for what data we need to provide – do a template in Qualtrics that could easily be completed and compared across departments.
 - c) Reports help identify the “Overall health” of the department – self-study of department/programs
 - d) There are archives of older APR’s in Academic Affairs (look at share.nmu.edu – Academic Program Review)
 - e) HLC will look for APR’s because they ensure quality improvement. External reviewers may be called in.
- 2) K. Johnson: What happens if departments don’t comply?
 - a) Give a monetary incentive or release time for compliance?

c. Institutional Effectiveness Office (IEO) Inputs to ADR (refer to handout)

- 1) Data to address patterns and trends from IEO office, mostly at department level
- 2) EPC wants IEO to populate Qualtrics templates with data from departmental dashboards instead of having departments do the extraction.
- 3) R. Winn questioned what the difference is between department credit hours and student credit hours? J. Cantrill will ask IEO to clarify.
- 4) If there is anything else you would like to see added to help with this reporting, please let J. Cantrill know.

d. College Reports*

College of Business – presented by Carol Johnson, Dean CoB

- 1) Enrollment Trends (including double majors)
 - a) Graduate program has gone up from 2017 from 21% to 45%, for an average total of 40.63%
 - b) Major/Minor wise: Currently at 686 1st Majors, Two 2nd Majors, 161 Minors and 849 students overall.
- 2) New Programs Accepted (with enrollment benchmarks)
 - a) Human Resource Management (estimated enrollment Y1=20, Y2=40 and Y5=150) – this was really the “pre-game” show. Y1 will really start next year in Fall 2022 where their goal will be 20 students.
 - b) Sustainable Business & Enterprise Creation (estimated enrollment Y1=20, Y2=25 and Y5=100)
 - c) Other unique programs: IS/Cyber Defense-Information Assurance; Ski Area Business Management
 - d) Health Infomatics certificate not going well – may drop it.
- 3) SCH Trends and Retention Highlights
 - a) In 2021 at the graduate level = 651 SCH (higher because we offer summer courses); at the undergraduate level = 15,167 SCH; College Total = 15,818 SCH
 - b) We have courses that start every 6-8 weeks all year long
- 4) Accepted Program Benchmark Trends
 - a) Due to inability to market programs, FY2023 will mark Year 1 with enrollment targets of 20 students
- 5) Staffing Requests Update
 - a) Replacements: Emergency term 20/21 C1S and MGT
 - b) 2021-23: Continuing term contracts – Kathleen Isleib, Corrine Bodeman (2-year term), Jodi Hunter (1-year term);
 - c) 2021-23 Tenure Track Search: Dr. Linna and Human Resource Management
 - d) 2021-23 Term contracts for Business Law and Finance
- 6) ERIP (i.e. buyout) Results and Replacement Exigencies
 - a) Fall 2020: Dr. Helton, Dr. Hart, Dr. Steinhaus, Dr. Vroman, Professor Stulz

- b) October 2020: Annette Brown
- c) Fall 2021: Dr. Rayhorn and Dr. Rayome
- 7) Anticipated Retirements – None

- 8) Upcoming Curriculum Revisions with Resource Implications
 - a) AACSB: CIR report due in November 2021 with a March 2022 visit.
 - b) ACT 230 and 240 revising
 - c) Deleting MGT 326/327/341/342
 - d) Info. Assurance/Cyber Defense
 - e) Changes to 4+1 MBA program requirements

e. Revised College Reporting* Schedule:

- a. October 18, 2021: L. Warren for Library & Instructional Support and R. Winn for College of Arts and Sciences
- b. November 1, 2021: Lisa Eckert for Graduate Education and Joe Lubig for College of Health Sciences and Professional Studies

Meeting was adjourned at 4:58 p.m.

*College reports should include the following:

- Enrollment Trends (including double majors)
- New Programs Accepted (with enrollment benchmarks)
- SCH Trends and Retention Highlights
- Accepted Program Benchmark Trends
- Staffing Requests Update
- ERIP Results and Replacement Exigencies
- Anticipated Retirements
- Upcoming Curriculum Revisions with Resource Implications

Again, please send a copy of your report to Michelle Inman at least one day prior to your scheduled meeting date.