Educational Planning Committee
Meeting Minutes for October 21, 2004 at the DSB Dean’s Conference Room
Submitted by Mark McGregor

EPC members attending: Tim Snyder, Ginny Kelly, Kathleen Wheeler, Gerry Campbell, Bill Abbott, Michael Tucker, Jerry Sergent, Maggie Wills, Mark McGregor

1. Previous Minutes - Gerry moved to accept minutes from the 9/23 meeting. Jerry seconded. Minutes accepted.

2. Previous Business - The Chair reported that the Academic Council had rejected the EPC proposal of May 19, seeking to make adjunct faculty’s student evaluations available to department chairs.

3. Review of New Programs
   a. Irish Studies – This review was postponed until 2005.
   b. Individually Designed Majors – Concern was expressed that its review contain surveys of its graduates
   c. School of Engineering – The EPC accepted Dean Hadjimichael’s request to review the SOE next semester when until the accreditation review of it next semester.
   d. UCC → EPC → AC Sequence of Review
      Bill confirmed the above sequence of review was indeed correct.

4. Discussion of Guidelines for Review of Programs
   The EPC discussed and voted on language proposed by Maggie Wills, concerning part 3. Objectives. With Michael Tucker motioning and Maggie seconding, the EPC unanimously accepted the following

   3. Objectives
      a. How is the meeting of those objectives being measured?
      b. How are you measuring your objectives?
      c. How does your program help to fulfill the University’s mission?

5. Discussion of Registration: how to help students plan concerning course registration

Michael initiated conversation on this topic. Thoughtful consideration given to a range of subjects, such as advising, coordinating a process of consultation among deans, registrar, department chairs, technology, the EPC passed a motion made by Michael and seconded by Jerry.

   The EPC recommends that a list of course to be offered two (2) semesters hence be provided to students during registration periods. After registration, the students would be able to go on-line to indicate which courses they would like to take.

After discussion the vote was 7-1.

Tim moved that the sending of the motion be delayed while the EPC passes the above recommendation to Dean, Department Chairs, Program Directors and the Registrar for
appropriate commentary. Michael seconded. After discussion the EPC unanimously voted to accept.

Michael moved for adjournment; Tim seconded; unanimous approval given.