MINUTES
Educational Planning Committee
September 23, 2004

Members Present: Bill Abbott (chair), Gerry Campbell, Kathleen Wheeler, Jerry Sergent, Maggie Wills, Jean Lange, Edna Wilson, Orin Grossman, Michael Tucker, Ginny Kelly, Mark McGregor, S.J.

The meeting was called to order at 3:35 p.m. The roman numerals used below correspond to those used for the meeting’s agenda.

I. Jean Lange and Mark McGregor, S.J. were introduced as new members of the EPC.

II. The minutes of the May 4, 2004 meeting were reviewed. The following correction was indicated: Jerry Sergent should be added to the list of Members Present. The minutes were then approved as amended.

III. Bill reported on motions that had been sent from the EPC to Academic Council, as follows:
   a. Bill reported that on Sept. 13th the Academic Council rejected the proposal to distribute grading patterns to department chairs. Orin gave an update on what has been developed for use by the deans.
   b. Bill reported that the proposal regarding student evaluation forms of adjunct faculty has not yet been heard by the Academic Council.

IV. Program proposals for Master of Science in Taxation and Master of Science in Accounting.

   Roselie McDevitt, Chair of Accounting, and Paul Caster, Director of Graduate Accounting Programs, visited the meeting to explain the program proposals and answer questions. The session went on for approximately one-half hour, with questions from almost every EPC member in attendance. After the visitors left, the following occurred:

   Jean moved that the MS in Accounting be approved. Orin seconded the motion. After some discussion, the motion was unanimously approved.

   Mark moved that the MS in Taxation be approved. Mike seconded the motion. After some discussion, the motion was unanimously approved.

   Bill noted that it would be the responsibility of the Business School to send the program proposals to Academic Council.
V./VI.  Review of New Programs.

Bill mentioned that he has not yet received review applications from Irish Studies, Undergraduate Engineering, Individually-Designed Majors, and MS in Nursing. Bill will send reminders to those responsible for the first three, which are due to be reviewed in 2004. He will also send them the set of review guidelines that he has. Bill will also check with the chair of the UCC to see if that committee has heard from any of these programs. It was noted that graduate programs do not go through the UCC as part of their review.

VII./VIII. Reminder to the AVP – Bill reminded Orin about the April vote on registration and computing problems. Orin suggested that Bob Russo, Bill and Orin should get together to discuss this.

IX.  Registration and Advising. Mike mentioned feedback and concerns received from business students related to registration and advising. He said that perhaps chairs throughout the university could provide a full year’s course schedule so that students can pre-plan. Bill asked for a more formal written version of this as a proposal that the EPC could consider.

X.  Academic Rigor – due to time constraints, this agenda item was not discussed.

XI.  New Business – Bill mentioned that Rick Dewitt’s 4/4 course load material could be taken up at the next EPC meeting.

The meeting adjourned at 5:00 p.m.

Respectfully submitted:
Gerry Campbell