A regular meeting of the Senate Committee on Educational Policy was called to order at 1:12 pm, on Monday, August 29, in 232 English Building, with Chair Miller presiding.

1. **Announcements** – Introductions were made around the room.

2. **Approval of Minutes** – The minutes of August 29, 2011 were approved as written.

3. **Chair’s Remarks** – Chair Miller indicated that the University is at an all time high in enrollment. The University has moved from 15th to 13th in the World News and Report rankings. Both of these factors impact our work on this committee.

4. **Provost’s Office Updates**
   - **Revised EPC proposal template** (K. Kuntz) – Kristi handed out the most up-to-date version of the EPC proposal template. The checklist is now required. Items highlighted on page 3 were added, the Provost signature line and Educational Policy signature line were removed, Center for Teaching Excellence signature was added, and appendix B was added.

5. **Graduate College Updates**
   - **Graduate College Administrative Approvals** (A. Golato) – Administrative Approvals were emailed out and processed over the summer.

6. **Old Business**
   - The following proposals were approved by the Senate on 09/12/2011:
     - **i. EP.11.33 Proposal from the College of Liberal Arts and Sciences to reorganize the Asian American Studies Program as the Department of Asian American**
     - **ii. EP.12.05, Proposal from the Graduate College and the College of Liberal Arts and Sciences to establish a Master of Science in Cell and Developmental Biology**
     - **iii. EP.12.08, Proposal from the College of Engineering to establish the undergraduate minor in Electrical and Computer Engineering**
   - **Subcommittee A—Michael Krassa, Chair; Cody Chalkey, Brenda Clevenger, Prasanta Kalita, Keith Marshall, Eric Meyer, Richard Mintel, Catherine Murphy**
     - **i. EP.12.01 Proposal from the College of Liberal Arts and Sciences to revise the BSLAS in Atmospheric Sciences. Changes were requested and received promptly. Proposal was approved.**
C. Subcommittee B—Phillip Geil, Chair; Trevor Eagle, Andrea Golato, Shana Harrison, Jerome McDonough, Steve Michael, Paul Prior, Charles Tucker

i. EP.11.04 Proposal from the Graduate College to revise the policy regarding how repeated courses are factoring into graduate GPA's. The graduate college continues to work on revisions.

ii. EP.11.05 Proposal from the Graduate College to clarify the policy regarding how graduate GPA's are calculated. Carol Malmgren, Registrar, submitted a report indicating that the current GPA on the transcript lists a student's overall GPA consistent with a faculty review of system options in 2002, it is not feasible in Banner to calculate and print on the transcript a GPA consisting of graduate hours only. The report suggested the Student Code be changed and that the Graduate College be included in the discussion. Based on this report, Andrea Golato from the Graduate College withdrew the proposal.

D. Subcommittee C—Bettina Francis, Chair; Damani Bolden, Pradeep Dhillon, Paul Diehl, Kristi Kuntz, Faye Lesht, Chris Royer

i. EP.12.02 Proposal from the College of Liberal Arts and Sciences to change the name of the Department of Geography to the Department of Geography and Geographic Information Science. Proposal pulled from Senate agenda due to missing letter from the Library. The Library wanted to take a closer look at the proposal before deciding if there would be an impact on the library. A Geography representative stated that the resources are being provided by Geography and not the Library. Geography will obtain a letter from the Library to clearly state there is no impact on the library. Approved pending letter from Library.

ii. EP.12.03 Proposal from the College of Liberal Arts and Sciences to change the name of the Bachelor of Arts in Liberal Arts and Sciences in Geography to Geography and Geographic Information Science and revise portions of the major. Proposal pulled from Senate agenda due to missing letter from the Library. Same concerns as EP.12.02. Approved pending letter from Library.

iii. EP.12.09 Proposal from the Council on Teacher Education and the College of Liberal Arts and Sciences to revise the Social Science: History Teaching concentration. Approved at last meeting pending revisions which have not been resolved. Proposal will continue on agenda as old business until revisions are resolved.

7. New Business

A. Subcommittee A—Michael Krassa, Chair; Cody Chalkey, Brenda Clevenger, Prasanta Kalita, Keith Marshall, Eric Meyer, Richard Mintel, Catherine Murphy

i. EP.12.04 Proposal from the College of Liberal Arts and Sciences to revise the Bachelor of Science in Liberal Arts & Sciences in Psychology. Revisions were received. Proposal was approved.

ii. EP.12.10 Proposal from the Council on Teacher Education and the College of Liberal Arts and Sciences to revise the BALAS in English: English concentration and English Teaching concentration. The hours revisions discussed last meeting have not been resolved. Subcommittee Chair Krassa will send the request to resolve the hours discrepancy to Amy Elliott. Proposal was approved pending the hours revisions.
B. Subcommittee B—Phillip Geil, Chair; Trevor Eagle, Andrea Golato, Shana Harrison, Jerome McDonough, Steve Michael, Paul Prior, Charles Tucker

i. EP.12.06 Proposal from the College of Fine and Applied Arts to create a Senior Art History "Distinction" Program for students in the Bachelor of Fine Arts in Art History. The new language will now appear on both the transcript and diploma. The proposal was approved.

ii. EP.12.07 Proposal from the Graduate College and the College of Business to establish a graduate minor in Accountancy. Subcommittee's questions were answered by the sponsor satisfactorily. Proposal was approved.

C. Subcommittee C—Bettina Francis, Chair; Damani Bolden, Pradeep Dhillon, Paul Diehl, Kristi Kuntz, Faye Lesht, Chris Royer

EPC Proposal Flow – (G. Miller) – Chair Miller has been composing an EPC proposal flow document so it is clear the process a proposal goes through. EPC proposals are submitted through the Provost Office to EPC, and if it is graduate college related it also flows through the Graduate Office. Kristi Kuntz indicated that her office communicates to the sponsor that it can take up to 2 weeks to be placed on the EPC agenda.

The three subcommittee chairs indicated that they follow a similar, but slightly different process for reviewing the proposals. In general, the subcommittee chair notifies the subcommittee members which proposals have been assigned and the date that the subcommittee chair needs the member comments by. Communication is made with the sponsor if needed. Once revisions are completed, the subcommittee brings the proposal to the whole committee for approval.

A question regarding whether all members should be reading all proposals, and not just the proposals assigned to each member through the subcommittee was asked. Chair Miller indicated that all proposals should be read, but it is up to each member to provide feedback if a member has feedback.

A discussion was held about electronic technology to manage the proposals so everyone is working from the most current version. It was shared that CITES developed a prototype to handle proposals in an automated fashion online. Kristi Kuntz understood that this mechanism is still being developed and is part of the ITPC (Information Technology Priorities Committee) process. This type of workflow software is complex which is why it is a long process.

D. Academic Calendar Subcommittee - Trevor Eagle, Bettina Francis, Kristi Kuntz, Carol Malmgren, Steven Michael, Gay Miller, and Charles Tucker - Grades processing challenges. This subcommittee has not met at this time.

8. Other New Business – No other business was discussed.

9. Adjournment – The meeting was adjourned at 2:12 pm.