A regular meeting of the Senate Committee on Educational Policy (EPC) was called to order at 1:10 pm on Monday, October 12, 2015, in room 232 English Building with Chair Bettina Francis presiding.

1. **Introductions**

2. **Approval of Minutes**
The minutes from the meeting of October 5, 2015 were approved as amended by unanimous consent.

3. **Chair’s Remarks** (B. Francis)
Chair Francis encouraged attendance at the Annual Meeting of the Faculty held on October 26, 2015 at 3pm in the Ballroom of the Union.

4. **Office of the Provost Updates and Administrative Approvals EP.16.24** (K. Martensen)
Martensen gave a brief overview of EP.16.24, a report on Administrative approvals through October 12, 2015. EP.16.24 was approved by unanimous consent and will appear on the October 19, 2015 Senate agenda as a Report. There were no updates from the Office of the Provost.

5. **Graduate College Updates** (J. Hart)
No updates.

6. **Old Business**

   A. **POS Statement Requirement for EPC Proposals**
The Committee continued consideration of the motion *To require the entire POS statement to be included in each proposal document so that EPC may evaluate the relevant parts of the proposal*, the motion having been postponed to this meeting from the October 5, 2015 meeting. It was noted that the current EPC proposal form only requires the changed or relevant parts of the POS to be included in a proposal submitted.

   There being no further discussion, the motion was made that EPC would require the entire POS statement to be included in the proposal document, so that EPC may evaluate the relevant parts of the proposal. The motion was seconded and the motion passed by voice.

   B. **Subcommittee A:** Eric Meyer, Chair; Jennifer Amos, Randy McCarthy, Juan Bernal, Titus Potter, Brenda Clevenger, Keith Marshall, Faculty Vacancy
   1. **EP.16.05 Proposal to Establish a Bachelor of Science in Innovation, Leadership, and Engineering Entrepreneurship (BS in ILEE) degree in the College of Engineering.**
Meyer gave a brief overview of EP.16.05, to establish a Bachelor of Science in Innovation, Leadership, and Engineering Entrepreneurship (BS in ILEE) degree in the College of Engineering. The program is intended as a second (dual) degree for engineering students who seek the skills necessary to grow, build, design and lead innovative technology companies.

Meyer advised the proposal sponsors continue to work on a revision; therefore, EP.16.05 will be deferred until the next EPC meeting.

2. **EP.16.20 Proposal to Establish (4) Four Graduate Concentrations for the Master of Laws (LL.M.) Degree at the College of Law**

Meyer gave a brief overview of EP.16.20, stating this proposal seeks the approval of four Graduate Concentrations for the LL.M. Degree at the College of Law. Meyer advised a fourth revision, mostly editorial, has been posted on the EPC members web page for the committee’s review.

Meyer moved for approval of EP.16.20 (Revision 4). Discussion followed concerning the wording that was rephrased to clarify that the hours for one concentration can not be used towards another concentration. The motion to approve EP.16.20 (Revision 4) passed by voice and will appear on the October 19, 2015 Senate agenda.

3. **EP.16.21 Proposal to Establish a Graduate Concentration in "U.S. Legal Practice Skills” for the Master of Laws (LL.M.) Degree at the College of Law**

Meyer gave a brief overview of EP.16.21, to seek the approval of a U.S. Legal Practice Skills Graduate Concentration for the LL.M. Degree at the College of Law and advised the fourth revision of the proposal has been posted on the EPC web page for the committee’s review.

Meyer moved for approval of EP.16.21 (Revision 4) and discussion followed concerning the stipulation that hours for this concentration do not count towards the degree. The motion to approve EP.16.21 (Revision 4) passed by voice and will appear on the October 19, 2015 Senate agenda.

C. **Ad Hoc Subcommittee for EPC Proposals**

Discussion was held concerning what the subcommittees are responsible for. The majority of the committee members agreed that a subcommittee should be treated as a working group, that when a motion is made, it should require a second. It was also agreed on, that all committee member discussions above the subcommittee level regarding proposals should take place at meetings and not over email.

The following points were made to clarify the subcommittee’s responsibilities:

- To prepare a proposal for discussion and/or action at an EPC meeting by identifying the committee’s concerns/issues and asking the proposal sponsor to clarify and answer the questions, possibly by providing a revision for the committee to discuss at a meeting.

The following items were discussed that need time allowances or deadlines to facilitate easier passage of proposals and are estimated at a two week cycle to work a proposal properly:

- Time allowance to read through a proposal
- Deadline of one week after a proposal is posted, to send proposal questions and comments to the subcommittee chair
- Time allowance for subcommittee chair to send questions and comments to the proposal sponsor
- Time allowance for sponsor to answer or clarify by revising their proposal
- Deadline to post revised and new proposals
  - Revised proposals with substantial changes must be posted by the preceding Thursday for discussion/action at the Monday EPC meeting.
• Editorial changes to a proposal are not subject to this deadline for action at an EPC meeting.

7. New Business

A. Date of Commencement 2016
Chair Francis gave a brief overview, reporting that the commencement for 2014-2015 was moved from Sunday to Saturday and held at Memorial Stadium, due to the State Farm Center renovation. The review of the 2014-2015 Commencement determined that the Memorial Stadium format was successful and should be maintained for the remaining years of construction at the State Farm Center. The motion was made to allow commencement to be moved from Sunday, May 15, 2015 to Saturday, May 14, 2015. The motion was seconded and passed by voice. Chair Francis advised she will check with SEC on what document needs to be formally put forward to the Senate.

B. Subcommittee C: Steve Michael, Chair; Pradeep Dhillon, David Miller, Michael Bellini, John Hart, Matt Rice, Faculty Vacancy
1. EP.16.23 Proposal to Change the General Education Cultural Studies Requirement so that Students have to take Both a US Minority Culture and a Non-Western Culture Course
Michael gave a brief description of EP.16.23, to seek the endorsement of the Senate to change the Cultural Studies General Education requirement so that students have to take both a non-Western Culture and a US minority culture course. The General Education Board (GEB) has already approved the proposed change. He advised that the structure of curriculum is controlled by the faculty, and asked for the committee to review and to forward to him any substantial concerns or comments.

Michael advised that discussion concerning the proposal will be deferred until the next EPC meeting, after the committee has had time to review the proposal.

C. Discussion on Concentrations within a Ph.D. Program
No discussion was held.

8. Adjournment
The meeting adjourned at 2:50 pm

Rachel Park
Senate Office Staff