

EDUCATIONAL POLICIES COMMITTEE
MINUTES
Tuesday December 14, 2010; in Founders' Hellstedt room

Members in attendance: Louie Bertenshaw, Liesl Fowler, Bob Haak, Katie Hanson, Allison Haskill, Charles Hyser, Rick Jaeschke, Taddy Kalas, Catherine McDermott, Mark Vincent, Ritva Williams, Michael Wolf, Benjamin Zimmerman

Not Present: Karalyn Jevaney, Patrick Crawford, Doug Parvin

Others Present: Gail Parsons

The meeting was called to order at 4:35 p.m. by Committee Chair Mike Wolf.

I. Minutes: Approval of minutes from December 7, 2010 meeting

Motion to approve: Benjamin Zimmerman seconded: Louie Bertenshaw

All Approved

II. Old Business:

November 30, 2010

B. Classics 311

Discussion:

- Noted course to be completed during summer
- Noted: Graduating seniors that have not met graduation requirements will be moved to summer graduation upon completion of course
- What term and academic year will the course be offered
- Request to submit all documents in a single file
- Recommend to table and return to GenEd for consideration of G suffix
- Submit approval for PP suffix
- Foreign studies has approved

Action: Motion to Table with recommendation to send to Gen Ed and request course submitted as a single file to GenEd:Taddy Kalas seconded: Catherine McDermott
Motion to table approve

December 7, 2010

B. LSFY 103 Post-Apocalyptic Visions (Marklevits)

Discussion:

- Recommend a Syllabus be submitted
- Concern with Provisions being met as noted on top of submitted form
- Include a daily or weekly schedule

Motion to table with recommendation to submit syllabus and course schedule:
Taddy Kalas seconded: Patrick Crawford
Motion to table approved

D. (2) Discussion: ACCT 451 and ACCT 453:

- Recommend cover letter including information if courses will be taught by current instructors or new instructors
- Include student goals, grade rubric, assessment, objectives
- Credits need to be listed to confirm credit change from 1.5 to 3.0
- Recommend similar format as submitted for ACCT456
- Concern with number of classes listed

Action: Recommend to table and request courses are resubmitted.
Motion to table: Mark Vincent seconded: Katie Hanson
Motion to table and resubmit with recommendations for approval

E. ACCT 454 Advanced Audit

Discussion:

- Request to submit new course proposal with recommendations listed for ACCT 451 and ACCT453.

Motion to table: Catherine McDermott

seconded: Rick Jaeschke

Motion to table approved

F. ACCT 455 Advanced Managerial

Discussion:

- Request to submit new course proposal with recommendations listed for ACCT451 and ACCT453.

Motion to table: Michael Wolf

seconded: Patrick Crawford

Motion to table approved

Motion to adjourn meeting 5:20 p.m.: Catherine McDermott

seconded: Benjamin Zimmerman All Approved

III. New Business

A. The Individual, Society, and the State LC (WLIT 326 & POLS 375) Dehnel & Kalas

Discussion:

(LC course to be taught spring term 2010-2011)

- EPC to be consistent with approval of courses
- Request further information for syllabus POLS 375: Special Topics
- Is course unique to catalog
- Is it a worthy endeavor
- Scrutinize submitted course criteria
- Assessment techniques and goals
- Current vision of course
- Has department reviewed course
- Respect of faculty to be in charge of curriculum
- Objective of course
- Guideline checklist to submit new course
- Syllabus and proposal online may be located in "Documents" in Google with security set for faculty
- What is being evaluated on course proposals
- Require new faculty to submit course syllabus
- Review EPC Committee charge and responsibility
- Consider questions be considered on course approval document
- Clarity on submission process
- Course design proposal
- How does the course fit and is it consistent with the Liberal Arts Curriculum
- Should Syllabus be submitted for permanent record

Action: Katie Hanson, Charles Hyser and Liesl Fowler will meet to construct a proposed course approval form and checklist for instructors. Results will be submitted to EPC Committee for discussion and review.

Motion to approve Learning Community provisionally upon the submittal of an expanded syllabus of POLS 375 to EPC Chair. A deadline date will be indicated by EPC Chair to assure submittal to Senate for approval at the January 10, 2011 meeting. Ritva Williams seconded: Katie Hanson Motion approved with condition of provision stated.

Further Discussion to be noted on future Agenda:

- **What is the actual charge of the EPC Committee**
- **Are the EPC guidelines being met**
- **Constitutional responsibility of faculty to be in charge of curriculum**
- **Proactive behavior /not reactive**
- **Certificate Programs**
- **Concern with new instructor course syllabus development**

**Motion to adjourn meeting 5:35 p.m.: Benjamin Zimmerman
seconded: Louie Bertenshaw All Approved**

**Next EPC Meeting January 11, 2011
4:30 p.m. Hellstedt**