Minutes-EPCC Meeting

Tuesday, September 24, 2013

Alumni Room, Ackerman Bld.

Attending: Donna Evans, Jan Dinsmore, Darren Dutto, Peter Maille, Sally Mielke, Sharon Nelson, Kevin Walker, Sarah Witte, Emily Sharratt, Gabriel Tzeo, Emily Palmer

1. Meeting Called to order at 3:25pm by Chair, Donna Evans

2. Donna Evans delivers Provost charge to committee: Formalize Program Elimination Policy for presentation to Faculty Senate.

3. Review Minutes May 28, 2013

 Action: Minutes approved.

4. Unfinished Business

Program Elimination Policy

Sarah Witte/Donna Evans presented revised EPCC Handbook Current Procedural Overview. Purpose of changes is to clarify and include language to formalize the procedures for program changes-- particularly program elimination. P. Maille questioned the possibility of faculty initiation of program deletion. S. Witte indicates proposals will have gone through other processes to reach Dean/Administrative level. D. Dutto suggests header change for Step1.B. (Administrator Initiated Changes Administrator Initiated Deletions). D. Evans explained content of proposed Administrative Deletion Form. Sarah identified format/number changes needed.

S. Mielke moves to accept created and revised Program Elimination Policy and Proposed Administrative Deletion Form. Motion Seconded.

Discussion: D. Dutto reiterates questions about perceived lack of faculty involvement in program deletion process. S. Witte points to statement in Step1.B.1. saying faculty will be involved through governance processes prior to administrative action. D. Evans had question about possibility of paperwork for faculty initiated deletions given to Dean to streamline process. Committee will accept paperwork as received.

Vote on motion: Unanimous approval. All Aye’s.

5. New Business

Meeting Day and Time

Decision to meet 2nd and 4th Tuesday of each month as per historical meeting time.

6. Meeting adjourned 4:00pm.

*Minutes submitted by S. Mielke*