

EPC Meeting Minutes

09/23/2016, 10:00am

Members present: Micheal Fultz, Anthony Moncrief, Kerri Steele, Manashi Ray, Tae Jin Park, Leah Smith-student, Tom Kiddie, Upali Karunathilake, Karen Anderson, Allison Tumey-student, and Katherine Harper

Ex-offio members present: Jeff Petruszynski (Gen Ed.), Tracy West-McCombs (Registration and Records)

Guests present: Andrew Schedl

As this was the first meeting of the new year and included many new members to EPC, the meeting included an introduction of members, and a review of the meeting schedule (4<sup>th</sup> Friday of each month at 1:00pm with exception for Thanksgiving and Spring Break when meetings will be 3<sup>rd</sup> Friday of the month at 1:00pm, no meetings for August, December, and January). The Operations and purpose of the EPC were explained including the need for a quorum and the 3 types of votes (pass, reject, pass with conditions that must be met by Wednesday of the following week).

Dr. Petruszynski was in attendance and discussed forms needed between Gen Ed and EPC, specifically asking if Department Chairs/Deans needed to sign forms multiple times for a course to be added to Gen Ed and then added to curriculum revision for Gen Ed. The committee noted that the Faculty Senate Executive Committee is convening a task force to explore EPC forms to make them more efficient and streamlined but currently, it would like be professional courtesy to have signatures of Deans and Chairs for both Gen Ed and EPC forms.

Dept.	Request	EPC Action	Comments
Physics	Approve new minor	Unanimous conditional approval with the following conditions: add Chemistry 100 as option for 5 <sup>th</sup> course elective in minor and add catalog description to form (including signature from Chemistry Chair as approval from affected department). Revision must be submitted to EPC chair by 9/28.	Dr. Schedl was in attendance and explained that the minor in Physical Science was requested by students in the Energy Management Program who are seeking recognition in Physical Science for the amount of courses in that discipline that they take to fulfill requirements for the Energy Management Program. The committee reviewed signatures, proposed curriculum, meeting minutes, and letter of support from the Business Administration Program. The committee questioned the application of astronomy to the minor and Dr. Schedl noted that 4 of the required courses for the minor are also courses required for the Energy Management Program. The 5 <sup>th</sup> elective course for the minor could be any class pertaining to Physical Science. Dr. Schedl also noted that Chemistry is included in the Physical Sciences and the Chemistry 100 could be added as an elective to this minor as well. Dr. Schedl discussed that the future could include a proposal for a different minor in Physical Science designed primarily for Science Education majors and the committee noted that it would need to be titled something other than just minor in Physical Science. The committee suggested that the Physics Department consider re-titling this minor to be more descriptive if they anticipate proposing a second minor. The proposal is missing a catalog description and Dr. Schedl read aloud a proposed catalog description to the committee. The committee also discussed the implementation date of the proposal. It is noted in the proposal that this minor would be available in time for December 2016 graduation. Academic Affairs informed EPC that revisions passed through EPC would not take effect until the next published catalog. Several committee members noted that in previous years, revisions passed through the EPC would take effect immediately though they would not be published until the next catalog. Dr. Fultz, as the Chair of EPC, agreed to seek clarification from Academic Affairs as to when revisions passed become effective. He will inform EPC as to his findings.

*Micheal F*