

## **Minutes of the Educational Policy Committee March 28, 2012**

Approved 4-11-12

Educational Policy Committee

March 28, 2012 (Meeting #11)

Present: Carol Bock, Bob Carlson, Aydin Durgunoglu, Jason Ford, David Gore, Steve Hedman, Jim Klueg, Carmen Latterell, Sue Lombardo, Jackie Millslagle, Michael Pfau, Tom Pfoetenhauer, Lisa Reeves, Andrea Schokker, Jennifer Schultz, Julia Williams

Excused: Tracey Bolen, Donn Branstrator, Maureen O'Brien, Jerry Pepper

Absent: Callie Stark, Steve Hendrickson

Guests: Julie Westlund

The minutes from the 3-7-12 meeting were approved.

High school prep requirements

Jackie noted that the feedback from the campus-wide posting of this policy was generally very positive. This revised policy will be forwarded to Campus Assembly for review.

Lib ed course review

Three courses were sent to the committee for review: Amln 1001 – approved for Cultural Diversity category; Dn 1110 – approved for Fine Arts category; Educ 3500 – sent back for revision. Jerry will follow-up with these faculty members regarding the status of their proposals.

Assessment procedures & policies

A revised draft was sent with the agenda reflecting the feedback from the last EPC discussion. Each degree program or co-curricular program is asked to submit an assessment report annually. Individual program reports are not posted; data are aggregated into an annual report that is posted online. A member requested that the policy section on "Cycle of Assessment" better clarify who is responsible for doing what. Jackie noted that things are handled differently in different units, so specificity here is not possible. Suggestions for clarity in the "Responsibilities" section were offered; other members noted that they thought the existing language was already clear. A number of wordsmithing suggestions were discussed and noted. A revised draft will be presented at the next meeting.

Assessment subcommittee

A proposal was submitted regarding the formation of a new EPC subcommittee on assessment. Andrea noted that constituting a new subcommittee in the midst of the current governance conversations is unwise. We need to look at the big picture and see how assessment fits into the larger structure. A part time director of assessment along with CASL, the assessment advisory group, are currently handling assessment and can continue to do so for the time being until decisions regarding the governance structure have concluded. The duties for the Associate Vice Chancellor in Undergraduate Education will be changing to include both curriculum and

assessment; a Director of Assessment will handle the day to day documentation. The committee will revisit this issue at a later date.

#### Subcommittee on Information Technology & Library (SITL)

SITL has drafted guidelines for instructors using cloud applications. Gmail is an example of a cloud application; it is something you can access from anywhere. An example that faculty might use are online quizzes available by the textbook publisher. These scores would be stored online, not on UMD servers, so understanding the terms of service and privacy implications are important. It was noted that these guidelines apply to staff as well as faculty; it was suggested that the policy language be updated to include both. This item will be on the agenda for action at our next meeting.

#### Lib Ed subcommittee staggered terms

A proposal for staggering the terms of the lib ed subcommittee was sent with the agenda. A motion was made and seconded to approve this proposal. Motion approved.

#### Election update

ECCA is in the process of updating the Constitution, which is to be voted on at the Campus Assembly meeting on April 17th. In the interim, the guidance from ECCA regarding committee leadership is as follows:

Students are proscribed from leadership positions on Campus Assembly standing committees except for Student Affairs.

All faculty and staff committee members may hold leadership positions on their respective committees.

Elections for all leadership positions are to be held each year.

These are one-year positions, so the vice chair would not automatically become chair as EPC has done in the past, but it could still end up that way depending on the vote. A list of eligible members was distributed for review. Members were asked to think about nominations for the chair and vice chair positions for next year.

#### EVCAA update

The four associate vice chancellor positions will be posted within the next week.

Given the budget situation UMD is not likely going to be seeing any new buildings in the near future. Classroom space is desperately needed and we are looking at off-campus options, including leased space at Woodland Middle School, Central High School and a proposed new building downtown.

Enrollment for fall is down by approximately 10% from this point last year. Faculty are encouraged to get involved in recruiting students. UMD will be implementing new strategies in admissions and financial aid to be more pro-active regarding enrollment in the future. It was noted that LSBE is having current students call potential students to help recruit. Members were asked to contact their Associate Dean or Director of Advising for more specific information on how to get involved in recruitment.

Meeting adjourned 4:35 p.m.

