

## Educational Policy Committee (EPC)

January 25, 2016

Present: Professors Jeanne Goddard, Niamh O'Leary (Chair), Susan Wansor; Student Representative Chris Castro '16; and Provost Cindy Speaker

The meeting began at 1:45 p.m.

1. Minutes from December 1, 2015 were approved.
2. Meeting Minutes Schedule Set
  - See attachment
3. Topics for Discussion this Semester
  - General Education Curriculum
    - Continue discussion on February 8<sup>th</sup>
    - Get draft to faculty during the spring semester
    - Look at implementing in fall of 2017
  - Assessment Workshop
    - Workshop scheduled for February 17<sup>th</sup>
    - Plan for workshop on February 1<sup>st</sup>
    - Invite Jackie Schnurr
  - Prioritization Task
    - Waiting for results
  - Update Position Request Form
    - Establish a process (twice a year)
    - Set deadlines
  - Transfer Students
    - Things to consider: 60 hours required at Wells, the residency requirement, financial aid implications
  - Repeating Courses
    - Look at policy
    - Things to consider: GPA, allowing D- to repeat, financial implications
  - Committee Structures
    - Who is doing what?
    - EPC Structure
      - Where does assessment lie?
      - Should EPC change its name and charge to include assessment?

- Provost Forum
  - February 24<sup>th</sup>
  - Use forum as a venue to share and discuss the General Education Curriculum
  - Allow for feedback online

#### 4. Today's Discussion

- Assessment Workshop
  - February 17<sup>th</sup> from 12:30 – 2:30
  - Zabriskie 106
  - Niamh will ask Laurie Turo to take care of the following details
    - Reserve rooms
    - Order sandwich buffet
    - Order coffee from The Grind
    - RSVP for workshop (RSVP by the 10<sup>th</sup>)
  - Niamh will email the faculty
    - Date, time and location of workshop
    - Reminder to bring assessment report, plan and feedback
  - Possible Focus Areas for the Workshop
    - Distinguish between the plan and the report
    - Addressing the outcomes
    - Ways to assess, collect the data, and make instructional or curricular decisions
    - Writing in the disciplines
    - Technological competency
  - Breakout Groups
    - Across disciplines?
    - Pair disciplines at the same level?

#### 5. Homework

- Look at online assessment materials and work to clarify and simplify
- Look at position request form online
- Look at policy on repeating a course and 60 hour requirement for transfer students

The meeting adjourned at 2:43.

Respectfully submitted,  
Susan Wansor

## Meeting Minutes Schedule for Spring 2016

1/25 – Susan

2/1 – Chris

2/8 – Jeanne

2/15 – Cindy

2/22 – Chris

2/29 – Jeanne

3/7 – Susan

3/21 – Cindy

3/28 – Chris

4/4 – Susan

4/11 – Jeanne

4/18 – Cindy

4/25 - Susan