

Start: 1:00pm

Attendees: Provost Speaker, Professor Olson, Ast. Professor Burwell, Ast. Professor Goebel

Approval of the November 19th minutes.

Agreement that EPC will continue the meeting time of Thursday's at 1pm into the spring semester.

Discussion of the Assessment Rubric on EPC's Faculty's assigned Assessment Programs from 2018.

- Average time will be around 2 hours per program to use Assessment Rubric.
- Each Rubric will receive an overall paragraph and then bullet points for each category in their responses from EPC.
- EPC's goal is to have all programs through the Assessment Rubric and returned the feedback by the end of April so that programs can utilize this new format in their 2020 Assessment Plans and Reports.

Discussion on the required Transfer Credits at Wells

- Currently Wells requires 60 credits to be taken at our institution; others can be a low as 30 credits.
- Also, the required Wells courses needed within the major (6) and minor (4) is restricting our efforts to bring Transfer Students to Wells.
- Questioned: How will a reduction effect thesis expectations and internship connections at Wells.
- To make this change in the Faculty Manual:
 - Will need to be a Notice of Motion with the Faculty
 - Meet with Curriculum Committee at the start of the spring semester
 - Professor Burwell will draft up a few samples of that a change may look like in the Faculty Manual to bring to CC and the faculty.

Next Meeting:

- Submit Review Documents on our assigned Assessment Rubrics.
- Discussion of the Faculty Manual's description of EPC and the duties as a committee.

Adjourned: 1:56pm