

## **EPC MINUTES, 9/13/2017**

by Desmond Cummins

Meeting called at 4:00pm

Meeting adjourned at 5:05pm

### **PRESENT:**

Cindy Speaker, Provost

Desmond Cummins, Prof.

Laura McClusky , Prof.

Katherine Waugh, Prof.

1. The committee approved the minutes for last week.
2. The process of fixing typos and inconsistencies in the faculty manual is still in progress re: independent/directed study and pass/fail grades.
3. Regarding independent study and pass/fail deadlines: the committee agreed to raise the issue of deadlines for independent study at divisional meetings. The committee is cautiously amenable to deadlines of approximately one-third through the semester for pass/fail status and the end of the add/drop period for independent study.
4. Regarding directed study requests the committee agreed that:
  - Directed study should be rare.
  - Directed study courses will only be allowed for specific reasons such as course availability, faculty availability, transfer status, course time conflict (for all previous opportunities to take the standard course) or lack of prerequisite.
  - Even if both a student and faculty member are in favor of a directed study course, one of the prescribed reasons must be satisfied in order for the course to run.
  - Students should take responsibility for understanding course rotation and not leave important courses until the last minute.
5. Regarding the A+ issue: we will make a chart that displays letter grade with its numerical equivalent. This will eliminate confusion.

6. It was decided that EPC as a committee as a whole will be the faculty budget representative to the administration instead of selecting an individual representative. This will both support faculty governance and preserve equality between divisions/departments.
7. EPC will further discuss providing guidance to faculty about how to make proper budget requests (and about how the budget works in general). This guidance should mirror our assessment guidance in scope and specificity.