

EPC – Minutes
February 12, 2003

Attending: Ruth Beck, Cory Butler, Mike Finn, Joan Gavaler, George Grayson, George Greenia, Evelyn Hall, Phil Kerns, Yana Rodgers, Jennifer Taylor, and Barbara Watkinson.

Joan Gavaler, Chair of EPC, called the meeting to order at 4:30 pm in the UC, Colony Room.

- I. I. Approval of Minutes
January 29, 2003 – Approved
- II. II. Discussion of the draft of the letter to Department Chairs and Program Directors about the Concentration Writing Requirement review. Some suggestions for the letter include:

Ask questions to get at the nature of writing in the department's discipline. Prod departments to discuss the CWR in their department meetings and to come up with answers to our questions. We want to get them thinking. Some sample questions could include: "we understand and respect that there are different forms of writing required by different disciplines, what is the nature of high quality writing in your department" or "how do you instruct students in writing skills." We should educate the departments on why we are collecting this information and reiterate the goal of the CWR by quoting the catalog. This letter should be out by the end of February, via email, and returned to us by the last week of classes.

- III. III. Old Business
We're assessing the content of the curriculum of GERs. Still waiting for GER 4 and 6.
GER 2 – Barbara Watkinson will speak with Alan Fuchs about the reviewing the GER 2 working group report. He was one of the original members, and the only member who was a non-expert.

EPC approves and certifies courses that can meet the GERs, but we don't continue to review those courses. Possibly we could ask departments to periodically review their GER courses to make sure they are still meeting the requirements. Barbara pointed out that for GERs, it is not just the content of the course in question, but how the course is taught. We must remind departments of this, and also that if one section of a course carries a GER, all should. A course that satisfies a GER may also be doing other things. A course does not have to be 100% geared toward the GER.

- IV. IV. New Business

The SACS review is approaching. The Assessment Steering Committee will meet on 12/26 at 12:30 to begin preparing for this. EPC members are invited to attend. Location TBA. Our regularly scheduled EPC meeting will still take place. On March 12 from noon to 2:00 pm (lunch will be included), there will be a joint ASC/EPC meeting with Peter Ewell to talk about the SACS process, location TBA. EPC members who are available to attend, please do.

Barbara passed out proposed catalog wording to clarify policies for part-time, degree-seeking students. Discussion will continue at our next meeting.

Meeting adjourned at 5:45 pm. Next meeting is February 26.

Respectfully submitted,
Cory Butler