

**EPC minutes**  
**April 16, 2004**

University Center, Colony Room  
Meeting called to order at 2 pm

**Attendance:** J. Charles, D. Eck, A. Firestone, J. Gibney, E. Hall, A. Knight, L. Leemis, P. Kearns, D. Morse, J. Taylor

**New Courses**

GRMN 312 German Self, Society I---Approved  
REGL 342 Comedy, Tragedy and Religion--Approved  
WMST 420 Women and Popular Culture--Approved for 3 credits need additional information to approve for 4 credits  
WMST 290 Topics in Women's Studies--Approved

**Course Change**

ANTH 453 Introduction to Zooarchaeology--Description Changes--Tabled needs more info regarding lab  
WMST 480 Independent Study--Description Changes--Approved with (1-3) credits--Approved

**Curriculum Change**

Geology--Description Changes--Approved  
HIST 33 to 34 credits--Denied  
HIST 4 credits--Denied  
HIST--description changes regarding advanced placement examination--Approved

**GER**

Theatre, Speech and Dance--Tabled  
GRMN 312 Constructions of the Self, Society and the State in Modern German Critical Thought I: 1650-1850---  
GER 7--Approved

1. **ANTH 453** Introduction to Zooarchaeology was tabled until EPC has obtains more details on how the lab is incorporated into the course requirements. EPC discuss maybe establishing a lab course to go along with the ANTH 453 course.

- 1) Four credit courses with fewer than four lecture hours will normally be approved when there are significant additional projects over and above those assignments generally used in a 3-credit version of the course. Course proposals should contain draft syllabuses with the number and types of projects students will undertake and the way these will be evaluated. Faculty should generally expect to confer formally with individual students several times as needed over the course of the semester to assess their progress.  
[it.wm.edu/undergradstudies/delink.cfm](http://it.wm.edu/undergradstudies/delink.cfm)
- 2) Four credit courses with fewer than four lecture hours will normally be approved when there is a requirement for the entire class outside class lectures: for example, required labs, service projects, or attendance at for a (including, for instance, film showings or music performances). Such requirements must be in addition to standard requirements for a 3-credit hour course, and generally students will be expected to submit written reports of the lab, *fora*, *etc.* for evaluation by the instructor. Generally, the outside time required of students must equal at least 2 hours per week in addition to the

outside time normally required in a 3-credit version of the course. John Charles asked, "How many contact hours equal a credit?" Tabled

**WMST 420** Women and Popular Culture. EPC will need more clarification on the unsupervised hours in order for the committee to decide if the course warrants the extra credit hour.

A. Knight made a motion to approve with 3 credit hours with a contingent upon a 4 credit course if it falls under the 4 credit hour guidelines. See website for the 4 credit guidelines: <http://it.wm.edu/undergradstudies/delink.cfm> unanimously approved.

**HIST** 33 to 34 credits denied. EPC will need more information on how many hours they meet.

**HIST** Senior Seminar "C" courses from 3 to 4 credits denied.

A. Knight made a motion that when applying for 4 credit course, one must have 4 contact hours. This motion was unanimously approved.

#### **New Business**

**ISCAPC**(International Studies Academic Policy Committee). Is asking that the EPC grant them approval of small issues and not have to go through submitting an application for EPC approval. i.e. removal of courses from the menu. This request was tabled until next fall.

**Writing Committee**--Grammar and style handbook requirement--Approved

Sharon Zuber's proposal of changes:

Original: 2D. Offer sufficient time for discussion of writing. Such discussions may take place as in-class writing workshops, peer review exercises, individual conferences, etc. The committee strongly recommends that a grammar and style handbook be required in all seminars. [This last sentence was added in the Fall 2003 semester.]

Revised: 2D. Offer sufficient time for discussion of writing. Such discussions may take place as in-class writing workshops, peer review exercises, individual conferences, etc. **The committee requires that a grammar and style handbook be adopted for use in all seminars.** [This statement changes the recommendation to a requirement.]

The meeting adjourned at 3:05pm. The next meeting EPC is scheduled for 30 April 2004 at 2 pm in UC, Colony Room.

Respectfully submitted

Debra Eck