

**EPC Minutes**  
**Wednesday, September 14, 2016**

Present: Jenny Taylor and Peter Vishton (co-chairs), Chandos Brown, Elizabeth Harbron, Laurie Wolf, Martha Higgins, Lu Ann Homza, Bill Hutton, Michelle Jackson, Weizhen Mao, Marc Sher, Cory Springer, Jack Zhang.

1. The minutes of the Sept. 7, 2016 meeting were approved without changes.
2. Report on Jenny Taylor's discussion with Sharon Zuber re: the status of the COLL 150 committee
  - Jenny and Sharon discussed the fact that there is information about EPC and related committees on many different W&M websites. Steve Otto will be gathering all of the information from the various websites and reporting to EPC about what is currently in writing about these committees. EPC will need to consider whether it wants to continue to delegate the 150 approval process to the Writing Committee or if it makes more sense to bring that duty under EPC control, in parallel with the COLL 100 committee. Some EPC members like the idea of "procedural symmetry" so that we would be evaluating new COLL 150 courses in the same way that we do other new COLL courses.
3. Michelle Jackson report on status of on-line summer courses for summer 2017
  - Faculty who have not previously taught online are going through a yearlong training and course development process. For summer 2017, 13 faculty have been approved to prepare courses, which is roughly twice as many faculty as last year. So far, no non-W&M students have taken these courses, but there is no policy in place to prevent it. Last summer, online courses ran at an average of 60% of enrollment capacity with a typical course having 12 students. The tuition for online summer courses is the same as for in-person courses.
  - New online courses that were not taught online last year will need to go through the new approval process that was put in place by EPC during AY15-16. The question arose of whether online courses taught in 2016 and prior years should retroactively seek EPC approval. Peter and others felt that having a database of successful Curriculog applications from the 6 experienced online instructors would be very helpful. Michelle would like EPC to determine our deadline for Curriculog submissions for summer 2017 online courses. Faculty should have their syllabi ready by December-January, and EPC members felt this would be an acceptable timeframe.
4. New business
  - Marc brought up the question of whether the required 3 credits of COLL 400 may be spread over 2 semesters. Physics currently requires a senior research thesis, and students sign up for variable credit each semester of senior year. LuAnn reported that the discussions about the form of COLL 400 are just getting started. She is working to put together a number of pilot courses for Spring 2017 with an emphasis on unorthodox teaching models, including team teaching. She feels that COLL 400 must arise from departmental expectations and disciplinary norms. There is no one model that will be appropriate for all departments.
  - Jenny noted that she will be sharing a memo from the CLA with EPC members soon.

The memo details the CLA's recent conclusion that EPC members may also apply to be CLA fellows.

- In the context of going through applications in Curriculog, Jenny brought up the fact that EPC does not ask for a syllabus as part of a new course application. We have been asking for syllabi in cases where the instructor is asking that the course be given 2 domain designations (e.g. ALV and CSI). Michelle noted that having a syllabus is also important so that the needed resources are in place for a new course (e.g., rare videos, multimedia capabilities). It was suggested that we add a line to Curriculog about expected needed resources for new courses. Chandos suggested that the form require "a syllabus or detailed course description outlining necessary resources." Michelle and Martha will work on the language.

#### 5. Applications on Curriculog

- BUAD - 451 - Customer Insights for Innovation. Approved following clarification that both sections will follow the same syllabus and interact with the campus visitors.
- The Chemistry applications were deemed to be part of the package that was approved last week. They were approved as one group. Applications included in the group are as follows:
  - i. CHEM - 195 - Research Practices in Chemistry
  - ii. CHEM - 208 - General Chemistry II and Introduction to Inorganic Chemistry
  - iii. CHEM - 290 - Sophomore Research
  - iv. CHEM - 312 - Inorganic Chemistry
  - v. CHEM - 390 - Junior Research
- ANTH - 337 - African Ritual and Religious Practice. Peter will email the instructor to ask for a syllabus. Tabled until we have further information.
- ANTH - 363 - Culture & Cuisine: The Anthropology of Food. Peter will email the instructor to ask for a syllabus. Tabled until we have further information.
- APSC - 302 - Fluid Mechanics. Approved. We need to let them know that there is a typo in the course description.
- ARTH - 475 - Topics in Asian Art. The instructor is requesting changes in the course title and description as well as the course number (from 255 and 475). The 255 course is already approved for GER4B and CSI/ALV attributes. Are 255 and 475 similar enough that the same attributes should be given to the new 475 course? This is a particularly important question because this is a topics course. EPC needs to see a syllabus before determining whether the CSI and ALV attributes will always be appropriate. Members feel that the changes in course number, title, and description are fine but need further information before addressing the attributes. Tabled.
- ARTH - 476 - Ink Painting: History, Theory and Technique. This one is changing from 300 to 400 level. Move to table and reach out to instructor for explanation and more information.
- GEOL - 250 - Geologic Evolution of Virginia. Approved.
- GRMN - 203 - Combined Intermediate German. Approved.
- GRMN RUSN - 387/308 - Topics: The Eastern Front: History, Representation, Memory. Approved with the observation that it is truly a CSI/ALV course with equal representation of the domains.
- LING - 230 - Topics in Linguistics. Approve pending approval from the anthropology chair.

- LING - 307 - Phonetics and Phonology. Approved.
- 4 additional Linguistics applications were approved, pending approval from the anthropology chair. Applications in this group are:
  - i. LING - 406 - Language and Society
  - ii. LING - 410 - Language Attitudes
  - iii. LING - 420 - Caribbean Linguistics
  - iv. Linguistics – Linguistics
- Modern Languages and Literatures - German Studies. Approved
- Sociology - Sociology, Minor. Approved

The meeting was adjourned at 11:55 am.