

EPC Meeting Minutes

11/21/14, 10:00AM

Attendees: Micheal Fultz, Kerri Steele, Manashi Ray, Abainesh Mitiku, Dawn Dunn, Tae Park

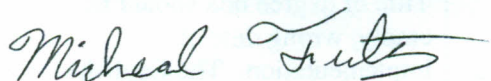
Subcommittee: Alan Tillquist, Michael Kane, Suvayan De, Anthony Moncreif

Visiting: Steven Richards

Dept.	Program/course	Request	EPC Action	Comments
HHP	Recreation/Therapeutic Major code 0400	Terminate the program due to lack of students and faculty	Unanimously approve with minor changes as recommended by subcommittee: 1) Departmental meeting minutes must be submitted with chair signature and vote on the motion by Dec. 2 or the proposal tabled until January.	Dr. Steven Richards explained there are no students taking the courses and with the retiring of Ted Muilenburg there are no faculty who can teach the courses. Jobs in this field are very limited in West Virginia as well.
Comm	Public Relations	Remove English 429 from Public Relations option.	Sent back to department Vote was unanimous	Title of degree box should be empty, wrong date of implementation. The English department is affected by this change and should sign the form. The departmental meeting minutes do not show a vote and are not signed by the department chair.
Comm	Communication 307	Revise course description, change prereqs	Sent back to department Vote was unanimous	Need to check the revise the course description under change an existing course, wrong date of implementation. English 101 does not need to be used as a prerequisite since it is already a prereq of 102 which is already listed. The departmental meeting minutes do not show a vote and are not signed by the department chair.
Comm	Communication 348	Move 348 from majors requirements and add to emphasis	Sent back to department Vote was unanimous	Delete title of program section for new and add this information in the summarize briefly section. Resubmit form with the change in prereq and curriculum change on different forms. The departmental

				meeting minutes do not show a vote and are not signed by the department chair.
Comm	Communication 275	Change the course description, prereqs, and course title.	Sent back to department Vote was unanimous	Should submit two forms one ending communications 275 and one creating a new course. The new and old courses have nothing in common. Explain why a student can take an introduction course three times for credit. Revise syllabus to include plagiarism policy. The departmental meeting minutes do not show a vote and are not signed by the department chair.
Comm	Communications 475	Change the course description, prereqs, and course title.	Sent back to department Vote was unanimous	Be more descriptive in the course description on what is being taught in the course. You may want to use terms like "advanced" instead of "difficult" in course description. Use university guidelines in developing the syllabus. The departmental meeting minutes do not show a vote and are not signed by the department chair.

Submitted to Faculty Senate on December 5, 2014



Dr. Micheal Fultz

Chair, Educational Policies Committee