

Educational Policies Council (EPC)

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CLASSIFICATION: Faculty Senate Council

REPORTS TO: Chair of the Faculty Senate and Provost

CHARGE: The educational policies council shall consist of two bodies, one responsible for undergraduate education called the undergraduate council and the other responsible for graduate education called the graduate council. Issues jointly affecting undergraduate and graduate education will be discussed at the semester meeting of the full educational policies council.

The educational policies council shall be concerned with conceptual and structural aspects of long-range academic planning; overall curricular planning; the arbitration of interdepartmental and intercollegial curricular disputes; the conformity of collegial and departmental curricular programs and proposals to university-wide policies; the establishment, discontinuance, or significant alteration of academic programs; the establishment or discontinuance of bodies or agencies which are directly related to academic programs; the standards for admission and graduation of students; library policies and facilities; and such matters as may be referred to it by college curriculum committees or the Faculty Senate

The undergraduate council shall be concerned with the above issues that impact undergraduate education. The graduate council shall be concerned with the above issues that impact graduate education.

While the Faculty Senate may elect to review any or all EPC actions, it will normally review and take action only on those curricular action items that require further review by the Kent State University Board of Trustees and/or the Ohio Board of Regents.

Proposals for the discontinuance or major alteration of an academic program shall be preceded by a program review conducted according to established procedures.

All commissions appointed to consider academic planning for the university shall report to the educational policies council.

Unless further review is requested by the Faculty Senate, the educational policies council shall have final approval of the following curricular actions:

1. Minor revision of a major program;
2. establishment, revision or inactivation of a submajor;
3. establishment, revision or inactivation of a concentration, option, emphasis or minor;
4. establishment, revision or inactivation of a course including changes in titles and course prerequisites;
5. establishment of program-specific, progression, or graduation requirements.

All recommendations of the educational policies council related to the following actions, also shall be submitted to the Faculty Senate for approval:

1. establishment of a degree program or a change in degree designation;
2. establishment of a new major, substantial revision of an existing major, or inactivation of an existing major program;
3. revision in university level admission, progression, or graduation requirements;
4. establishment, revision or inactivation of a university or administrative policy, operational policy, or procedure;
5. changes in the academic administrative organization of the university (as specified in the Faculty Senate charter);
6. long-range planning and/or university strategic planning.

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COMPOSITION

"Ex officio" members on the undergraduate council shall have vote and shall be the provost; the dean of undergraduate studies; the dean or his/her designee from each of the academic colleges; the dean of the honors college; the dean or director or his/her designee in each independent school; the dean of university libraries or his/her designee; and the chair of the Faculty Senate or his/her designee.

"Ex officio" members on the graduate council shall have vote and shall be the provost; the dean of graduate studies; the associate dean for graduate affairs or his/her nominee in each of the academic colleges or independent schools with graduate programs; the dean of university libraries or his/her designee; and the chair of the Faculty Senate or his/her designee. In any degree-granting unit without an associate dean for graduate affairs, that position on the graduate council shall be filled by the administrator or faculty member with administrative responsibility for graduate affairs in that unit or his/her designee.

From the elected representatives on the Faculty Senate, the chair-elect shall appoint ten senators to membership on the educational policies council with due regard for representation by curricular units of the university. Five senators will be appointed to the undergraduate council and five senators with full graduate faculty status within their respective units will be appointed to the graduate council.

One elected member of each college curriculum body shall be elected by these bodies to membership on the undergraduate council.

To ensure representation from among the university's graduate coordinators, one member of each college graduate coordinating body shall be elected by these bodies to membership on the graduate council. The faculty member must be a full member of the graduate faculty within their respective academic unit.

The chair-elect shall appoint additional regular faculty to membership on the educational policies council with due regard for representation by curricular units of the university as needed so that the faculty membership equals the "ex officio" membership.

One undergraduate student appointed by the undergraduate student senate and one graduate student appointed by the graduate student senate shall serve as observers to the educational policies council with rights of participation but without a vote. The undergraduate student shall also be a member of the undergraduate council and the graduate student shall also be a member of the graduate council.

The educational policies council shall meet at least once during each term of the academic year. The undergraduate and graduate councils shall each meet at least three times during each term of the academic year.

Agendas, minutes and attachments of the meetings of the educational policies council and its two bodies shall be distributed to each other as well as to members of the Faculty Senate.

QUALIFICATIONS OF FACULTY MEMBERS: Faculty members of this council shall be full-time faculty with an interest in university curricular planning and development.

TERM: Those members appointed by the Chair-elect of Faculty Senate shall serve for two years with new members beginning their term as of July 1. The Chair of Faculty Senate shall be an ex officio member. College curricular body representatives shall serve for one year.

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MEANS OF APPOINTMENT: Faculty representatives will be both elected and appointed members. College representatives shall be elected annually by their respective curricular bodies. From the elected representatives on the Faculty Senate, the chair-elect shall appoint ten senators to membership on the educational policies council with due regard for representation by curricular units of the university. Five senators will be appointed to the undergraduate council and five senators with full graduate faculty status within their respective units will be appointed to the graduate council. The chair-elect shall appoint additional regular faculty to membership on the educational policies council with due regard for representation by curricular units of the university as needed so that the faculty membership equals the "ex officio" membership. The Senate chair-elect shall make every effort to provide continuity on the council by replacing approximately one-half of the appointed faculty members each year.

ALTERNATES: Alternates will be appointed by the Faculty Senate Chair-elect to replace any appointed council member unable to attend a meeting. Such alternates will be invited to attend council meetings as observers; however, when officially replacing an absent member, they shall be entitled to the same rights, privileges, and vote as the member.

CALL: The council convenes monthly on a regularly scheduled basis as called by its co-Chairs. Agendas, minutes and attachments of the meetings of the educational policies council and its two bodies shall be made available to each other as well as to members of the Faculty Senate.

CHAIR: The council shall be co-Chaired by the Provost and the Faculty Senate Chair.