

College of Geosciences

Environmental Programs Executive Committee

Approved Minutes of Meeting, Jan 31st, 2008

In attendance: Drs. Sarah Bednarz (SB), Ethan Grossman (EG) (sub for Jennifer MacGuire), Andrew Millington – Chair (AM), Bob Stewart (RS).

Apologies: Don Collins

EPEC 2008.1 Minutes of Oct 24th and Nov 28th meetings were tabled to be considered at next meeting.

Matters arising and progress reports

EPEC 2007.3(v) Noted the Dean appeared to be prioritizing finding the space Environmental Programs requires. In a meeting on 22nd Jan with this committee to discuss Dr. Coull's visit he said space would be made available within two weeks.

EPEC 2007.21 EP budget was discussed again. Agreed to cost a specific budget based known costs of personnel in similar situations and review this at the next EPEC Meeting before presenting it in written form to the Dean. Agreed write a draft advertisement for an Admin Assistant/Academic Advisor and a Student Worker. Also discussed position of Director and agreed to seek advice from Bruce Coull during his advising visit.

Action: AM discuss position with Roxanna Russell, draft advertisement

EPEC 2007.14 AM noted he had had feedback in December and January on the by-laws after the 'Town Hall' meeting (5th Dec). He had also sent these to Bruce Coull for commentary. Agreed after Coull's visit all of the above comments would be incorporated into a revision.

Action: AM

EPEC 2007.30 EP were unable to obtain enough alumni information to complete the CEDD survey request.

EPEC 2007.31 CEDD curriculum survey request completed.

New items

EPEC 2008.2 AM mentioned e-mails correspondence with Shirley Vincent (Oklahoma State, CEDD curriculum survey) about other environmental programs on campus. Agreed we should assess these program vis-a-viz Geoscience's environmental programs

Action: AM

EPEC 2008.3 Advising visit by Dr. Bruce Coull (BC) 6-8 Feb. AM circulated documents he had sent BC – Priorities for first year of EPEC's organization of programs, SWOT analysis (Jan 2008), Student consensus report (May 2007, done as part of assessment for GEOS405), and curricula: as well a link to EP web site. Discussed program for the visit and re-confirmed the position

agreed between Dean and EPEC on 28th Jan that this would be a advising visit, rather than a formal review of programs. A review would be scheduled a number of years hence, as this is now a mandatory requirement at TAMU.

EPEC
2008.4 Agreed that it would be useful to have a meeting between EPEC and HoDs depending on outcomes of, and after, the advising visit.

EPEC
2008.5 Dates for next three EPEC meetings are Feb 28, Mar 27 and April 24. All 9.00-11.00 in 202i unless notified otherwise.