Ellis College of Arts and Sciences
1100 Henderson Street, HSU Box 7622
Arkadelphia, AR 71999-0001
Phone: 870.230.5320
Fax: 870.230.5742

Ellis College of Arts and Sciences
Ellis College Planning and Advisory Committee (ECPAC)

Purpose:

ECPAC will act as a representative body of the entire Ellis College, ECPAC is charged with considering major issues before the college in relation to shared values, shared vision, and college mission. ECPAC will then make recommendations to college administration concerning best courses of action to assure the broadest possible benefit to our students and the faculty who teach them.

Composition:

ECPAC is composed of one faculty member nominated by each department chair of the Ellis College of Arts and Sciences as well as the Dean and Associate Dean of Ellis College. **Department Chairs will not serve on ECPAC.** Faculty members will serve for two (2) years, after which they will remain off the committee for another two (2) years before they can be reappointed. Departments elect alternate members who attend in the absence of the primary representative. All representatives in attendance have voting privileges. The Associate Dean will provide the agenda and the proposals in advance of each meeting to all members and preside at all meetings.

Strategies to be Employed by ECPAC:

Although ECPAC members represent the various department of the college, they are expected to serve as Ellis College faculty members seeking the highest values of Ellis College and Henderson State University and the greatest benefits for all Ellis College students, faculty, and departments. To this end, ECPAC will regularly seek to identify shared values, to sharpen our shared vision, and by developing effective action plans, to assure that the entire college succeeds in its mission. At all times, ECPAC will seek to avoid "win-lose" outcomes; instead, we will seek to achieve "win-win" outcomes in every case.

The tasks of meeting facilitation, reporting (recording of minutes) will be the Associate Deans responsibility. The Associate Dean will write and distribute minutes to ECPAC members. Once approved by ECPAC, minutes will be distributed to all the faculty of Ellis College. Members are encouraged, and expected, to share ECPAC deliberations with all faculty in their departments.

Meetings will be scheduled at frequencies dictated by the volume of business coming before the committee. Meetings will be 1 to 1.5 hours in length, unless otherwise decided in advance by ECPAC. The Ellis College Associate Dean will schedule the meeting times to all representatives to attend, but if that is not possible, departments may designate an alternate representative for that meeting.

Revised, 2013