

Education Policy Committee Meeting Minutes

DATE: 25 March, 2022

Faculty/Staff Members: Alyson Dearie, Eric Edlund, Margaret Gichuru, Christina Knopf, Maaike Oldemans, Jason Parks, Abby Thomas, Jeff Walkuski, Chris Widdall

Student Members: none

Ex-Officio Members:

Guests: Nancy Diller

Members Absent: Thomas Hanford, Carol Van Der Karr (both ex-officio members)

Topic	Comments/Discussion	Action
Approval of minutes	No amendments, no objections	Approved by consent
General discussion	Updates from Faculty Senate: Eric unable to attend the 3/22 meeting, Chris gave updates. <ul style="list-style-type: none">• The document concerning the infeasibility of a course reset policy for current students was presented & explained. There was not much discussion.• Document introduced by Carol Corbin without much discussion for voting at the next FS meeting (on clarification of policy re: retaking earned transfer credit)	
	Update on memo re: program standard GPA: <ul style="list-style-type: none">• Memo sent to chairs the week before Spring Break, seems to be spreading with good reception.	

<p>Old business</p>	<p>Policy and procedure on incomplete grades:</p> <ul style="list-style-type: none"> • Chris met with SRRS and Assoc. Deans. They would like to move forward not as a new policy but as a procedural clarification, to be advanced to FS asap so that voting can happen at the last meeting of the Spring semester. The goal is remove the INC as an automatic option in the grading system and to require the submission of a form/contract between the instructor and student about what is required for course completion. • This would be a change in wording more than practice because the instructor is already, assumedly, setting out expectations. • Currently, in the Catalog, the form is optional and needs to be required. • Margaret raised a concern about students who may not be available to sign the form. • Jeff raised a concern about situations like field experiences where INC is the norm, and Abby indicated that Tom is aware of these situations and will make allowances • Alyson and Abby indicated it could be useful and important to know why the form was removed as a requirement and how it was removed • Alyson raised a concern as to whether students would still be able to see the INC in their grades and Eric expressed a concern that the added steps/work may deter faculty from granting INC 	<p>Chris will do a side-by-side revision of the current policy and the suggested clarified policy and give it to Tom for feedback.</p> <p>Eric hopes to get the revisions resolved at the next EPC meeting and to send it on to FS, to hopefully complete the change by the end of the semester.</p>
<p>New business</p>	<p>Residency Requirements for concentrations (Chris):</p>	<p>Try to get something out for vetting by the end of the semester</p>

	<ul style="list-style-type: none"> • The School of Ed, particularly, is experiencing an equity concern regarding the residency requirement for concentrations. Students are transferring in with many credits which could work with their concentrations but can't be used because of the residency requirement, forcing students to pay for more courses even though they've already effectively fulfilled the expectations of the concentration • Abby pointed out that this concern may be more problematic for programs that require concentrations in order to graduate rather than for programs in which concentrations are optional (thus giving the students more flexibility) • Attention needs to be given to what a concentration is and how it's defined • Discussion considered the interactions of majors, concentrations, and minors with transfer credits and residency requirements • Nancy noted that some aspects of curriculum change procedures and concentration definitions are already being re-evaluated. 	Nancy and Chris will work on drafting sample language to revise the residency requirement for mandatory concentrations.
	The EPC was asked to meet with Middle States in April	Eric will share the meeting link in Teams to ensure everyone has it when it is made available
Action items (to-do list)	Drafting of new language for INC policy (Chris)	
	Drafting of revised language for residency requirement (Chris and Nancy)	
Adjourned		10:55am

Respectfully submitted by Christina Knopf

Note on file naming convention: Please save these minutes as **EPC-minutes-<year>-<month>-<day>.docx** so that they will be automatically ordered in the file folders. For example, if a meeting took place on April 1, 2021 then the file name would be **EPC-minutes-2021-04-01.docx**.