

**Education Policy Committee Meeting Minutes**  
**DATE: November 17, 2023**

Faculty/Staff Members: Karen Dafoe, Ryan Davis, Eric Edlund, Jason Parks, Abby Thomas, Jeff Walkuski, Chris Widdall

Student Members: Maryrose Carnazza (absent)

Ex-Officio Members: Carol Van Der Karr, Jennifer Martin Tse (absent)

Guests: Nancy Diller

Members Absent: Margaret Gichuru, Christina Knopf

Topic	Comments/Discussion	Action
<b>Approval of minutes</b>	Minutes approved	
<b>General discussion/announcements</b>	Discussion about our last meeting and voting on proposals	
<b>Old business</b>	<ul style="list-style-type: none"> <li>Proposal on graduate credit will be presented to faculty senate next week.</li> <li>Chris is going to represent EPC and present the proposal at faculty senate.</li> <li>Clarification on proposal that departments do not have to allow undergraduates to take graduate level courses.</li> <li>If a student takes a graduate level course as an undergraduate, and then enrolls as a graduate student, they can work with the department to substitute a another course if needed.</li> </ul>	Chris to attend 11/21 Faculty Senate meeting to present proposal

<b>New business</b>	<ul style="list-style-type: none"> <li>• Review of feedback on vetting document to increase credit limit of visiting/non-matriculated students.</li> <li>• Discussion of feedback on expanding language around when students are not eligible to be non-matriculated. If a student was ever matriculated and has an interruption in enrollment, the must readmit and can not be non-matriculated.</li> <li>• Discussion on timing of when non-matriculated students can register. Are they taking seats from first-year and sophomore students?</li> <li>• Most of our summer and winter session course are taken by Cortland students.</li> <li>• Look at winter session course enrollments that are closed and see who is registered to confirm they are not being filled by non-matriculated students.</li> <li>• Pass along some implementation suggestions to the Registrar’s office – confirming that non-matriculated students registering for more than 15 credits do not intend to seek a degree.</li> </ul>	<p>Add “Students who have been matriculated and wish to return after an interruption of enrollment must go through the readmission process and ineligible for non-matriculated status.”</p> <p>Delete: “All students who have been academically dismissed are ineligible for non-matriculated status.”</p> <p>Proposal approved, with edit.</p> <p>Passing on to Steering Committee.</p>
	<ul style="list-style-type: none"> <li>• Course withdrawal/AGT discussion</li> <li>• Eric reached out to Associate Deans and AGT chair for further feedback.</li> <li>• No major concern in allowing a student to withdrawal from a course as long as it is clear the AGT charge will continue to move forward.</li> <li>• Feedback from AGT chair, Kevin Dames agrees that students should be able to withdrawal if an active AGT charge.</li> <li>• Further discussion and clarification on routing and timing of withdrawal from course form.</li> </ul>	<p>Eric will work on proposal based on the feedback provided</p>
<b>Adjourned</b>		Meeting adjourned at: 10:40 am
	Respectfully submitted by Abby Thomas	

**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**.