College of Arts and Sciences – Educational Policy Committee
Fulton 412 – Thursday February 3, 2011

DRAFT
Present: David Quigley, Bill Petri, Barb Viechnicki, Frank Gollop, Rudi Hon, Michael Martin, Bill Keane, Michael Moore, Beth Kowaleski-Wallace, Nicholas Lessin, Gregory Herbers, Brandon Marianacci, Clare Dunsford, Kathy Dunn, Akua Sarr, Tom McGuinness

Dean Quigley called the meeting to order at 4:04 pm.

I. Minutes of previous EPC meeting
The minutes of the November 18, 2010 were distributed and approved unanimously after a minor correction to paragraph 1(b) by Dean Bill Petri.

II. Academic Affairs Subcommittee
Bill Petri reported minor revisions to Environmental Studies program
• An issue was raised whether this program has enough coherence and depth or whether the students should be allowed to follow a widespread approach. Where is the proper balance between the depth and the breadth and how it should be balanced in a minor program?
• An inherited nature of a multidisciplinary program, at least 3 departments, would require a broader scope.
• A possibility of a 2-track design including a track focused on sustainability.

III. Policies & Procedures for Determining Course Credit
An extensive discussion of a memo from Don Hafner on meeting new US DoE requirements for determining course credit
• The issue of what constitutes a credit hour, what activities should be considered to be acceptable, the actual time length of a credit hour, how uniform these criteria should be across the curriculum, what should be the requisite effort were all suggested as important in the consideration of guidelines in the evaluation of course credits.
• A need for standards: who should set these standards remain unclear.
• DISCUSSION: Should the standards be stated in the syllabus, possible complications created by resource allocations, role of innovation, teaching evaluation, committee validation, classroom to course prep time ratio, assigned work variability, course level standards, quantification may not be effective
• Course valuation will depend on each department with the need to address exceptions to Federal guidelines; address reasonable course load expectations, course tasks and time requirements.
• Timeline: directives to each department between Feb 20th and March 20th with scheduled subsequent discussions to be identified later.
• Three hour course should be the centerline expectation.
• Aim for June to have recommendation on policy and procedure ready for submission to Don Hafner.

IV. Other Items

Next meeting is March 17 at 4 pm in Fulton 412.

The meeting was adjourned at 5:05 pm.

Respectively submitted,

Rudi Hon