Education Policy Committee Meeting Minutes

DATE: 3/6/2020

Members Present: Members: Maaike Oldemans, Abby Thomas, Carol Van Der Karr, Chris Widdall, Eric Edlund, Lindsey Darvin, Jeffrey Walkuski, Margaret Gichuru, Laura Dunbar

Members Absent: Regina Grantham, Allyson Hasbrouck, Thomas Hanford,

Guests:Nancy Diller

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| **Topic** | **Comments/Discussion** | **Action** |
| **Approval of Minutes** | Review of minutes from March 21, 2020; approved |  |
| **Old Business****Cortland Mental Health Notification in Syllabi** | * This will require more discussion within the Provost Cabinet as well as Student Affairs

  | * **No need for EPC to address this.**
* **Student Affairs should address this.**
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| **Course Reset policy**  | * Need to have both the Time Away and Course Reset policy precede at the same time.
* Some discussion of the main concern of the course reset policy which included financial aid
* Highlight the importance of the Associate deans participating in making the plan for the Course Reset Policy.
* Faculty senate makes sure the EPC is addressing the issue of Course Reset Policy.
* Discussion of the Course Reset Policy which takes into consideration the federal and state calculating credits differently and important to know to avoid setting up students for financial liability.
 | * **Thomas Hanford will work with the Associate Deans to address the financial aid consequences.**
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| **New Business****Minor, Major, Concentrations in Handbook** | * Discussed the change of undergraduate minor, major concentration in the Handbook to provide clarity for students.
* Carol Van der Karr provided clarification on the rules of minors, majors and concentrations. Some of the information discussed included
	+ credits from another institution cannot be accepted when working on a minor,
	+ concentrations can meet the need of a minor, and transcripts give evidence of a minor but not concentration.
	+ Concentrations are either required or optional and they are determined set of courses provided in an additional area of focus within a major or a minor.
* Explanation of optional concentration may have an overlap but the required has no overlap.
* Discussed the changes in the catalog based on the number of courses students bring to a concentration.
* Cautioned the idea of departments determining what courses they cannot allow because their decisions can affect the students who transfer.
* Discussed that some Associate deans may or may not agree in what courses to approve creating problems because of unequitable interpretation of the minor requirements
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| **Exam Policy** | * Need to look at the many responses from the survey
* Highlights of the survey faculty feedback included faculty to have autonomy in determining what to do during the exam week and the need to entirely remove exam week.
 | * **Have student’s voice in the decision about the exam week.**
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| **Adjourned** | 10:00 am |  |
|  | Respectfully submitted by Margaret Gichuru  |  |