

Education Policy Committee Meeting Minutes

DATE: 9/22/2023

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

Student Members: none

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

Guests: Nancy Diller

Members Absent: Chris Widdall, Carol Van Der Karr

Topic	Comments/Discussion	Action
Approval of minutes	No minutes from last meeting – will review at the next meeting	
General discussion/announcements	<ul style="list-style-type: none"> • New member of the EPC – Karen Dafoe (Library) • The policy for Combined Undergraduate/Graduate Degree programs (4+1 and 3+2) is out for vetting. 	
Old business	Reviving the Faculty Senate charge regarding the policies around withdrawal during an AGT process.	
	<ul style="list-style-type: none"> • Discussed AGT process and questioned Associate Dean approving a student’s withdrawal request from a course after an instructor’s denial. Discussed the need for associate dean to consult with an instructor before overriding a withdrawal decision. • Questioned if administration has the responsibility to change policies based on individual circumstances. 	<ul style="list-style-type: none"> • The registration office requested to modify the language in the catalog and students’ handbook. The clarification may include: (1) the role of the instructor in the withdrawal process, (2) what will happen if the instructor fails to approve a withdrawal request, and (3)

	<ul style="list-style-type: none"> • Referred to AGT policy stipulation that the instructor is the sole arbitral of the withdrawal process. • Wondered if instructors are aware of the AGT stipulation. • Questioned if withdrawal decision lies wholly on withdrawal course policy or the AGT policy. • Deliberated on the concern that if instructor is not the primary decision maker it may set precedence of no penalties against student's academic dishonesty. • Noted that some faculty deal with academic dishonesty individually without having to use the AGT process. • Referred to Oct. 7th meeting by Tim Delaune that stated that student cannot withdraw from a course when there is a pending AGT form. • Asked what needs to happen if the student is caught too late, for example, the end of term exam, and with no time to go through the AGT process. • Discussed that students may appeal if the instructor has not approved the withdrawal and an approval may occur at a different level based on a course withdrawal petition. This ensures that the student's due process is adhered. 	<p>under what circumstances should withdrawal request be denied.</p> <ul style="list-style-type: none"> • Add a statement that indicates the Associate Dean decision on student withdrawal should be in consultation with the instructor, and the specific penalty for academic dishonesty. • Suggested including an electronic checklist of the process in the withdrawal form. • Will look into minutes from last year's SRRS meeting to see if any of the associate deans had input, and Eric will write to them if that does not exist.
New business	none	
Adjourned		Meeting adjourned at: 11:00 AM
	Respectfully submitted by Margaret Gichuru	

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**.