

Education Policy Committee Meeting Minutes

DATE: 10/20/23

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:

Topic	Comments/Discussion	Action
Approval of minutes	Review minutes approved from 10/6/23	Approved
General discussion/announcements	No new announcements	
Old business	<p>Discussed modifications to the policies regarding course withdrawal during AGT processes.</p> <ul style="list-style-type: none"> • Current policy (forms) only requires the student’s signature to withdraw from a course • Proposed change to the withdrawal forms for consistency and clarity • Emphasis placed on maintaining efficiency while create an actual approval process • Eric and others suggest that the following changes be discussed by the associate deans: <ul style="list-style-type: none"> -change in the policy to allow withdrawals, understanding the AGT policy will continue? -who needs to sign the withdrawal form/ is it an approval? -how does the form progress and who is notified along the way 	

New business	No new business	
Adjourned		Meeting adjourned at: 10:53 am
	Respectfully submitted by Jason Parks 10/20/23	

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**.