Education Policy Committee Meeting Minutes

DATE: 11/1/2019

Members Present: Eric Edlund, Margaret Gichuru, Regina Grantham, Thomas Hanford, Allyson Hasbrouck, Abby Thomas, Carol Van Der Karr, Jeffrey Walkuski, Chris Widdall

Members Absent: Lindsey Darvin, Laura Dunbar, Jade Molly, Maaike Oldemans

Guests:Nancy Diller

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| **Topic** | **Comments/Discussion** | **Action** |
| **Approval of Minutes** | Review of minutes from October 18, 2019; approved |  |
| **Old Business** | Vetting document about clarification on GE policy guidelines out for review |  |
| **Graduate coursework policy review**  | * Question about whether this proposed policy has been shared with graduate faculty senate
* Clarification on the 12 credits permitted for both undergrad and graduate – must be part of a specifically designated 3+2 or 4+1 program.
* The reference to specially designated 500-level courses refers to courses that would have to be clear they could be used for the joint program (students would need to look for the specific section).
* The 16-credit limit for undergraduate students taking 500-level courses has been in place to ensure student success (recognition that these courses would be more rigorous). The option does exist for students to request a course overload. This should be a discussion through advisement about what is appropriate for the student.
* Should the policy clarify the number of 500 level courses an undergraduate student can take, rather than the total credits?
* Review summer session policy to make sure the language is in line in terms of number of credits allowed to take.
* Some discussion about the GPA requirement to be allowed to take graduate level courses (currently student needs to be in good academic standing, 2.0)
* Request permission to take graduate course work vs. credit overload form, may have some similarity in language but are different forms.
* If a course can be used for undergraduate and graduate credit - there are usually two sections of that course, one at undergraduate level and one at graduate level
* Goal of this policy to help students complete graduate degrees at SUNY Cortland as some programs look to develop more 3+2 or 4+1 programs
 | * **Edit – advised not to exceed 16 credits (rather than “may not exceed”)**
* **Clarify the time frame (end of drop/add period) in which students need to complete the approval process to earn graduate credit**
* **Thom to make some edits before sending on to GFEC for feedback and review**
* **Perhaps offer to have a representative from EPC join GFEC discussion – also look at Graduate Coordinators meeting**
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| **Evaluation and Examination policy**  | * Thom provide a summary of policies at other SUNY institutions
* Highlights from vetting document, perhaps we don’t need a designated examination week. “Examination” week terminology should be updated. Culminating activity might be more appropriate.
* Need to look at language of missed examination policy. Could faculty have more control over this? In practice it is the faculty vs. associate dean who make the decision.
 | * **Chris to begin working on some draft ideas for committee to review**
* **Abby to update language that refers to mid-semester estimate process**
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| **Adjourned** | 10:10 am |  |
|  | Respectfully submitted by Abby Thomas  |  |