Education Policy Committee Meeting Minutes

Friday, March 8

Members: Claire Bogart, Timothy Delaune, Eric Edlund, Thom Hanford, Tara Mahoney, Abby Thomas, Chris Widdall

Members Absent: Regina Grantham, Carol Van Der Karr, Maaike Oldemans

Guest(s): Nancy Diller

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| **Topic** | **Comments/Discussion** | **Action** |
| **Approval of Minutes** | Accepted unanimously. |  |
| **Follow-up** | Disability statement discussed by faculty senate, one change requested remove “with disabilities”. Up for discussion in 4 weeks, was referred back to faculty steering.   AAS “Expansion of Transfer Credit Policy” grades was passed unanimously at Faculty Senate. |  |
| **Review 220.02 Changes** | The committee will seek clarification on what the Middle States requirement is for syllabus content.  Changes include using a consistent term - instructor 🡪 faculty. Added advising notice. Grammatical errors corrected. Added attendance referral text.  Remove redundant faculty information from 410.11.  Syllabus – change semester to term, change department to “course owning” department. Instructor email address and/or campus phone number. Change course schedule.  Move course attribute to a space below the course information.  Senate required College Statements added.  Discussion surrounding the discord between chapters in the handbook, redundancy. Directing people to the handbook generally with links. | Chris Widdall will clarify the requirements with Carol Van Der Karr. |
| **Adjourned** | 10:09 AM | Minutes: Thom Hanford |