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.** |
| **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.** |
| **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 |  |
| **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.** |
| **Adjourned** | 10:00 am |  |
|  | Respectfully submitted by Margaret Gichuru |  |