

## Education Policy Committee Meeting Minutes

DATE: 4/22/2022

Faculty/Staff Members: Alyson Dearie, Eric Edlund, Margaret Gichuru, Christina Knopf, Maaike Oldemans, Jason Parks, Abby Thomas, Jeff Walkuski, Chris Widdall

Student Members: none

Ex-Officio Members: Thom Hanford, Carol Van Der Karr

Guests: Nancy Diller

Members Absent: Maaike Oldemans, Jeff Walkuski, Carol Van Der Karr

Topic	Comments/Discussion	Action
<b>Approval of minutes</b>	Review of minutes from April 8, 2022	approved
<b>General discussion</b>	Maaike Oldemans is retiring and will no longer be joining us at EPC.	
<b>Old business</b>	<p>The INC proposal was not introduced at Faculty Senate due to a number of lengthy discussions regarding the syllabus request system and the change to GE that came before it.</p> <p><b>Continued discussion of the INC proposal</b></p> <ul style="list-style-type: none"> <li>• There are two main questions we should address:               <ul style="list-style-type: none"> <li>○ Should we send this out for vetting?</li> <li>○ What to do now? That is, should we modify/extend the proposal?</li> </ul> </li> <li>• Thom - we could broaden the scope and try to reduce the vagueness of the INC policies at multiple other points, for example, the process of extending an incomplete.               <ul style="list-style-type: none"> <li>○ The INC proposal was <b>**not**</b> introduced due to lengthy discussions of old business. It is scheduled as</li> </ul> </li> </ul>	

	<p>one of the first items of new business at the next FS meeting.</p> <ul style="list-style-type: none"> <li>○ Example of inconsistency: undergrads get 1 semester in a 4-year program, and grads get 1 year in a 2-year program.</li> <li>○ Could state parameters that are typically used to assess merit for an INC, possibly include standards. Something along the lines of “Generally, INC grades are offered under the following conditions ...”</li> <li>● A new program was piloted last year (last fall) that notifies faculty and students and encourages them to use the form. <ul style="list-style-type: none"> <li>○ The process does not yet include outreach to students about registration &amp; other related details.</li> </ul> </li> <li>● Suggested addition to the process/form: students should be encouraged to speak with a financial aid officer before committing to an INC since this can affect their standing.</li> <li>● Should part of the information dissemination process be a reminder to Administrative Assistants reminding them not to lift flags for a course when a student has an INC grade in that course?</li> </ul> <p><b>Draft memo was shared with the EPC</b></p> <ul style="list-style-type: none"> <li>○ Suggestions to include additional points about financial aid and notice to AAs.</li> <li>○ Was suggested that this document might be more effective if coming from the Provost’s Office.</li> </ul>	Eric will edit and share with Carol and Nancy.
<b>New business</b>	No new business	
<b>Adjourned</b>		Meeting adjourned at: 10:33 AM
	Respectfully submitted by Eric Edlund, 5/5/2022	