ED POL Minutes 9/6 - **UC 408 (3:10 – 4:30PM)**

In attendance: Anne Anderson, Alec Bodzin, Erica Hoelscher, Ed Lotto, Greg Tonkay, Yaling Liu, Todd Watkins, Cameron Wesson, Steven Wilson, Katrina Zalatan, Linghai Zhang, Arup Sengupta

* Approved minutes from 5/3
* Secretary
 ***Erica***
* Fill subcommittee slots
	+ ***Study Abroad – Erica***
	+ ***SOS – Todd***
	+ ***Writing Instruction - Yaling***
	+ ***Online Learning Policy – Al***
	+ ***Curriculum (one rep from each college) – Ed, Anne, Jeff?,***
* Update on diversity/inclusion – **Anne Anderson, *see attached***
	+ ***Not a diversity requirement, but Anne worked with Henry and Donald to develop faculty workshops to help faculty adjust course content to include diversity with the goal of building threads throughout the curriculum***
	+ ***faculty workshops Jan. 19-22 10-2p***
	+ ***faculty will be invited (Henry and deans made a list of faculty they thought would be good for the first round, but volunteers will also be welcome.)***
	+ ***there is a specific agenda & presenters for each of the four days***
* Update on Winter/Summer Session
	+ ***will be presented for the first read at the upcoming faculty meeting September 18, 2017***
* Plan for year is to update Section 3 of R&P to meet current practices or revise to addresses areas of concern (files attached)
	+ 3.7.1 General Conduct (Exams) – note we discussed these changes previously and just need to get all to agree to proposed changes
		- ***revised language for this section was reviewed in the meeting***
		- ***motion approved to add this to the university faculty meeting for a first reading September 18, 2017***
	+ Other sections of section 3 to be addressed:**(At this meeting we only tackled the non-substantive changes)**
		- 3.1.4 – Transfer credit
		- 3.1.4.1 – Credit for Lehigh Abroad Sponsored Programs
		- 3.1.4.2 – Undergraduate Leave of Absence
		- 3.1.5 – Full Time undergraduate student
		- 3.2.2.1 – Cross Listed Courses (not substantive)
		 ***Slight revision re: department/program, college(s),***
		- 3.2.3 – Curriculum Transfers (not substantive)

 ***replaced reference to “preregistration” with “start of registration”***

* + - 3.2.4 – Roster of Studies
		- 3.2.5 – Attendance
		- 3.2.6 Classification of undergraduate (Recommend deletion)
		 ***deleted***
		- 3.3.1 – Student option system (not substantive)
		 ***delete reference to “preregistration”***
		- 3.3.2 – Designated course system with pass-fail grading
		- 3.4 - Auditors
		- 3.6 Provisional Courses
		- 3.7.2 – Hour exams
		- 3.7.3.2 – Make up exams
		- 3.8.1 Definition of Grades
		- 3.8.2 – Incomplete (N grade)
		- 3.8.3 – Absent from the final examination
		- 3.8.5 – Release of final grades (not substantive)
		***update releasing of grades policy***
		- 3.8.6 – Grade reports
		- 3.8.8 - No Grade Received (not substantive)
		***correction of spelling error***
		- 3.10.1 – Scholastic Probation
		- 3.10.3 – Dropped for poor scholarship/reinstatement issues
		- 3.11.1 – Graduation honors
		- 3.12 – Petitions
		- 3.12.1 – Course petitions (Recommend deletion)
		***delete because this is not how we do this process***
		- 3.12.2 – Substitution and Anticipatory Exams (Not sure this is the process followed)
		***associate deans will update this section and report back to ed pol***
		- 3.12.3 – Petition to Waive Requirement
		- 3.12.4 Miscellaneous Petitions (Recommend deletion)
		***delete this section that is referring to other sections***
		- 3.14.5.1 Apprentice Teaching
		- 3.20.1 Requirements for graduation (not substantive)
		***pulled off the list of not substantive for discussion***
		- 3.20.1.1 – Second baccalaureate degree
		- 3.20.2 – Filing of application for degree (not substantive) – **recommend deletion**
		- 3.20.3 – Transcripts of Record
		- 3.20.4 – Conferring of degrees (not substantive)
		- 3.20.5 – Diplomas (not Substantive)

***fixed the grammar of this section***

***After a final review of those in attendance Anne will work with FSC to get them added to the consent calendar.***

Next meeting: September 20, 2017 UC 408

presenters: Jennifer Swann & Khanjan Meta