ED POL Minutes 9/20 - **UC 408 (3:10 – 4:30PM)**

Anderson, Bell, Cerce (for Taggart), Henry, Hoelscher, Jensen, Kawash, Liu, Lotto, Radande, Sengupta, Shiraishi, Tonkay, Watkins, Wesson. Zhang

* Approve minutes from 9/6/17 (attached)
  + approved
* Guest Presenters

Jennifer Swann – Electronic Textbooks

There are number of issues with books (i.e. costs) and as we increase population of non-traditional students (socio-economic hardship). Danger of not having textbook in class. Library acquisition platform (Proquest) to aggregate textbooks with proposal to reduce cost to $200/year as opposed to $200/book. Fee would give access to all books not just that for their classes. Once book is downloaded the expectation is the student would have it forever.

  Accessing computers in class could be problematic

  Open book tests – students would have access to other info

  Bookstore would like trial run with different platforms

  Books would be printable

  Greg uses one class with printed version and one with electronic – prefers electronic

  Publishers may not give choices going forward….

  Some students may prefer text – may be class dependent

  **Anne will solicit additional comments from committee**

Khanjan Mehta – CINQ

Approval issues for CINQ courses.

13 of 50 proposals for creative courses were approved.

Lots of interest and lots of demand – students are interviewed to register for CINQ courses.

3 courses with provisional numbers across colleges

* faculty do not understand what CINQ is –
  + should it be a program?
  + should it be a minor?
* inter-colleges : all colleges have to approve it
  + Colleges from all four colleges have to approve it
    - Khanjan wants all colleges to approve it
    - vehicles for projects, not courses
  + IBE is in two colleges, for example
  + IBE is a program
* CINQ 1 – independent study between faculty and students
  + research
* CINQ 2 – mountaintop projects 3-8 students on a team with a lead mentor
  + doing research into projects that last from semester to semester
  + there is a syllabus and grading rubrics
* CINQ 3 – one credit workshops on how to be creative, (systems thinking, design thinking)
  + hands-on workshops
* how will CINQ courses count toward graduation?
  + doesn’t count as an engineering course

QUESTIONS

* how does this count toward faculty load?
  + how to compensate faculty
* who provides oversight, coordination, and approval of the courses/program?
  + there’s an advisory board or a steering committee
* what are the learning outcomes? Can they be articulated?
* streamline registration
* Does CINQ need to have a department or program unit?
* CINQ is part of the Lehigh brand
* Anne recommends Khanjan begin the process for CINQ to become a program
  + in this case a program is an umbrella that organizes and provides oversight to a collection of inter-disciplinary, inter-college courses

Kathryn Radande – Study Abroad

* Typical study abroad course has a number of meetings the term prior to the trip to explain and discuss logistics.
* For the winter programs – when can final papers be due (during spring semester?)
  + let students take a 1c class the following semester when they actually write the paper
  + be creative about timing and giving students credit
* Lehigh in Prague (accounting) is now an open session course – students must enroll in February. When they sign up, the credits appear in their load. The credits are divided between the spring and summer
  + when they complete requirements for separate portions of the overall credit
* Kathryn will come back with statistics about courses that overlap semesters / November 1
  + how many programs this is about and what each one looks like
* Discuss issues raised at faculty meeting
  + 3.7.1 (General Conduct – Exams)
  + 3.1.7 (Middle States)

Discussion and revision of proposed 3.1.7

move to vote on wording – passed

**New section of R&P, 3.1.7 Accreditation Compliance**

**The faculty will participate in the process of accreditation. Faculty will demonstrate and document compliance with the University and program accrediting agencies’ accreditation standards.**

**Rationale:**

**In order to maintain our accreditation with our regional accrediting body, we must remain in compliance with MSCHE standards. Faculty need to comply, and yet there is no statement in R&P. A short, general statement is preferred to folding in all MSCHE standards and expectations, which would then need to be updated regularly moving forward.**

TABLED:

* Discuss issues raised at faculty meeting
  + 3.7.1 (General Conduct – Exams)
* Confirm approval of non-substantive changes (attached) -
  + 3.15 (Summer/Winter Session)
* Other sections of section 3 to be addressed:
  + 3.1.4 – Transfer credit
  + 3.1.4.1 – Credit for Lehigh Abroad Sponsored Programs (not substantive)
  + 3.1.4.2 – Undergraduate Leave of Absence
  + 3.1.5 – Full Time undergraduate student
  + 3.2.4 – Roster of Studies
  + 3.2.5 – Attendance
  + 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
  + 3.8.6 – Grade reports
  + 3.10.1 – Scholastic Probation
  + 3.10.3 – Dropped for poor scholarship/reinstatement issues
  + 3.11.1 – Graduation honors
  + 3.12 – Petitions
  + 3.12.2 – Substitution and Anticipatory Exams (Not sure this is the process followed)
  + 3.12.3 Petition to Waive Requirement
  + 3.14.5.1 Apprentice Teaching
  + 3.20.1 Requirements for graduation (not substantive)
  + 3.20.1.1 – Second baccalaureate degree
  + 3.20.3 – Transcripts of Record

***NEXT MEETING OCTOBER 4, 2017 3:10PM***