

Educational Policy Committee Minutes
Wednesday, November 18th, 3:00 PM

Attendance: Frank Gunter (Chair); Mary Beth Deily (COB); Katrina Zalatan (COB); Henry Odi (DEI); Ginny McSwain (CAS); Linda Bell (RAS); Susan Szczepanski (CAS); Lori McClaind (SA); Sabrina Jedlicka (RCEAS); Brenden Huegel (student, RCEAS); Tong Soon Lee (CAS); Brook Sawyer (COE); Eduardo Gomez (COH); Paolo Bocchini (RCEAS); Natasha Vermaak (RCEAS); Paul Salerni (CAS); Santiago Delgado (student, CAS); Matt Hornung (student, COB); Jennifer Jensen (Provost Office); Steven Wilson (Registrar, committee secretary).

1. Approve minutes of November 18 Meeting

Approved without amendment.

2. Chairperson announcements
 - a. C&C Subcommittee Meeting on November 11th
 - i. Four Approved programs: Economics, Material Science and Engineering, Mechanical Engineering, Polymer Science and Engineering
 - ii. Four Approved courses: CSE 360: Introduction to Mobile Robotics; DES 153: Graphic Design, Word and Image; ME 212: Capstone Design Project II; TE 212: Capstone Design Projects – 2;
 - iii. One Rolled back: Real Estate Minor (Required course not in catalog)
 - b. Next C&C Subcommittee Meeting is Wednesday, December 9th, at 3 PM.
 - c. R&P 3.10: Probation received its first reading by the Senate on November 6th
 - d. Senate voted to approve CR/DCR/NCR for Fall Semester 2020, but students must choose this option no later than December 4. **Provost announced on November 18.**
 - e. Lehigh weird: Using Lehigh resources to prepare a paper for a professional association meeting is a conflict of interest! (Internal Audit email of 30 October 2020, p. 2)

General discussion.

3. Discussion of guidelines for undergraduate Internships and Experiential Learning. (Szczepanski)

Discussion of current Lehigh CAS guidelines (attached) and perceived discrepancy with practice. Costs vs. Benefits of variations between colleges or standard university policy. Gunter suggests volunteers to study issue further and report at a subsequent meeting.

4. Discussion of issues involved with giving exams in multiple time zones. Should there be a policy? (Gunter)

Discussion of variation in recent practice under pandemic conditions. Is faculty discretion the best approach? Should there be a policy, or should guidance be shared? Is this to be regarded as extraordinary circumstance? Jensen shared message from spring.

5. Use of zero-credit courses. (Gunter)

What is the practice? What are the rules? Wilson provides context to this discussion.

- R&P is silent on establishing zero credit courses (section 3.1.3 describes how credit hours relate to effort).

- The only formal appearance of zero credits in Lehigh language is in the catalog, which talks about students signing up for *musical organizations* (marching band, philharmonic

orchestra, etc., page 16), so that students can participate in these without overloading their schedules. These are usually variable credited, set from 0 to 3 or more credits.

- Note that many students use this zero credit option for private lessons, which they still must pay for through fees.

- If an UG student signs up for a zero-credit course in the fall or spring, it has no effect on their cost (except for the fees mentioned above for private lessons).

- We are seeing many more requests for zero-credit options outside of the fall and spring, apparently to allow this to be free for the students.

In sum, a practice that was intended to allow students to overload is apparently being used as a cost savings for students. Unfortunately, because this feature is allowed in Banner, many assume Lehigh's use of zero credit is based on policy. Instead, it appears to be just a customary practice.

6. Discussion of Student Senate proposal to allow each student to miss one week's worth of classes without penalty.

Gunter requested that student representatives present on this issue at future meeting.

Adjourned (Early!) at 4:18 PM.

The following items listed below will be carried forward for discussion at next meeting.

What is the best way to notify the faculty of the implications of the proliferation of notetaking/homework assistance sites such as Chegg, EduBirdie, TAFaculty, Course Hero, and Bartleby? (Jensen, Taylor)

Provost challenges (August 26, 2020 Ed Pol Meeting)

- a. Polls question value of higher education. What can Lehigh do?*
- b. What can Lehigh do to meet the challenges of diversity, equity, and inclusion?*
- c. Covid-19 issues including online learning, non-traditional students, and value of residential experience?*

R&P Section 3 clean-up.

- d. R&P 3.2.1 Changes in Curricula and Courses: correct approval route?*
- e. R&P 3.14.3 P.C. Rossin College of Engineering and Applied Science: is HSS requirement still relevant?*

Discussion of online teaching standards and evaluation.

Proposed revision to R&P 3.7.3.1 Final Examinations for cases where an emergency requires the cancelation of scheduled final exams. (Guest: Brian Chen)

Discussion of necessity for a written policy regarding excuses from exams due to athletic competitions.