

**Educational Policy Committee**  
**October 19, 2022, 3-4:20 p.m., Williams 351**  
**Minutes**

**Attending:** Linda Bell (RAS), Ashley Baker (RAS), Kareem Hargrove (UG-COH), Stephen Peters (CAS), Amanda Brandone (CAS), Michael Gusmano (COH), Angela Brown (RCEAS), Katrina Zalatan (Business), Paolo Bocchini (RCEAS), Erica Hoelscher (COH), Lori McClaind (DOS), Jennifer Jensen (Provost's Office-by Zoom), David Peng (Business), Nobuko Yamasaki (CAS), Ryan Gogerty (UG-Business), Paul Salerni (CAS)

**1. *Approval of the Minutes from October 5, 2022***

The minutes of the previous meeting were approved unanimously. In Brook Sawyer's absence, Paolo Bocchini agreed to take the minutes.

**2. *Subsequent meetings***

- November 2- further work on CAS curriculum; focus on cross-listings
- November 16- discussion about Lehigh's first gen students [Jennifer Jensen recommended to invite Donna Moore to discuss]
- November 30- Provost Urban will come to talk about intercollege programs

**3. *Ad hoc Subcommittee on distribution requirements and how they map to courses. Membership, timing?***

Not discussed.

**4. *Course and Curriculum Subcommittee approvals ready for action by Ed Pol:***

- a. BIS 388: Fin Tech Capstone
- b. BSTA 309\_ Outbreak Science & Public Health Forecasting
- c. CGH 102\_ Community Health and Engineering
- d. CGH 314\_ Advanced Commercial Determinants of Health
- e. CGH 315\_ Medical Mysteries
- f. CGH 316\_ Global Environmental Disasters & Policy
- g. EPI 310\_ Environmental Epidemiology & Exposure Science
- h. POPH 318\_ Technology, Simulation, and Health
- i. POPH 319\_ Population Health Bioethics
- j. ES 319\_ Mapping Data for Policymaking
- k. EVST 319\_ Mapping Data for Policymaking

No concerns were raised by the committee, changes were approved unanimously.

**5. *Proposed changes in R and P***

**Title:** Changing Cross-Registration prose

**Presently in R and P:**

3.2.7 Cross Registration with Other Institutions or Organizations

All proposals for cross-registration of regular courses with member institutions of consortia in which Lehigh is involved shall be submitted to the committee on educational policy. This committee submits the proposal with recommendations to the faculty for final action.

Each non-regular course or special offering proposed for cross-registration must be handled by the procedure described for new courses. (See 3.2.1.)

Regular courses are those of known content, listed in a college catalog, offered on a regular basis, and reviewed by the faculty of a collegiate institution.

**Suggested change:**

The faculty strongly supports cross-registration with other institutions and organizations according to the guidelines set up in the University Catalog.

**Rationale:** R and P is at odds with what's in the Catalog. We should adopt what is in the Catalog since it has been the practice for a long time.

**Decision:** The proposal was passed unanimously, without any concerns raised.

**Title:** Transfer Credit and Graduation Honors

**Presently in R and P:**

3.11.1 Graduation Honors

For the purposes of graduation honors calculations, courses taken more than once at Lehigh will only have the most recent grade used in the calculation. Students must meet the regular residency requirement (90 credits of graded coursework, excluding pass/fail) to be considered. Courses taken under the cross registration policy of the LVAIC, or in programs approved for both credit and grade transfer will be used. Courses taken under the auspices of Lehigh Abroad will not be used. except as indicated in the following paragraph.

Students who spend part of their career at another institution, or are transfer admits to degree programs and have fewer than ninety hours of in residency courses, may qualify for graduation honors under the following conditions:

The student must have at least sixty credit hours of regularly graded (not pass/fail) courses that meet Lehigh's residency requirement. The graduation honors category is determined by the lower of the two averages computed as follows: (1) the average of grades received at Lehigh; (2) the average of grades received at Lehigh, grades received in courses taken elsewhere for a regular grade and appropriate to be considered for transfer to Lehigh (i.e., those actually transferred and those that did not transfer because the grade was too low, too old, etc., to be accepted for transfer), and any grades received for courses taken under the auspices of Lehigh Abroad.

**Suggested change:**

### 3.11.1 Undergraduate Graduation Honors

For the purposes of graduation honors calculations, courses taken more than once at Lehigh will only have the most recent grade used in the calculation. Students must meet the regular residency requirement (90 credits of graded coursework, excluding pass/fail) to be considered. Transfer Credits do not count toward GPA and hence are not included when considering Graduation Honors.

Students who spend part of their career at another institution, or are transfer admits to degree programs and have fewer than ninety hours of in residency courses, may qualify for graduation honors under the following condition:

The student must have at least sixty credit hours of regularly graded (not pass/fail) courses that meet Lehigh's residency requirement.

**Rationale:** The changes reflect current practice and those which have been in place for at least the past 20 years.

**Decision:** The issue was raised that this paragraph does not apply to graduate students, and it was asked if this aspect is clear from the context. It was proposed to add "Undergraduate" to the section title (see above in blue).

Discussion took place on the second part of the paragraph and the credit requirements. There was agreement on the fact that additional sentences need to be added to the initially proposed change (see above in blue). This new version was approved unanimously by the committee.

### **6. *College of Arts and Science New Curriculum Proposal :Amanda Brandone and Stephen Peters***

The slides used for the presentation delivered by Amanda Brandone and Stephen Peters are attached to these minutes.

The following discussion took place after the presentation.

Question: what will be the mechanism to have courses from other colleges listed as contributing Encounters?

Answer: CAS will proactively look, but also other colleges can propose. There is no mechanism to decide what will have this designation yet.

Question: clarify difference between course and encounter.

Answer: the difference is that the encounter is essentially a label that is added to a course to designate the fact that it has a feature or includes a portion that contributes to the encounter. It is usually only a part of a course.

[It was recommended to use course attributes to label the encounters.]

Question: perhaps there are some courses that can have multiple attributes that can satisfy multiple requirements for different programs.

Answer: yes, there is this possibility.

Question: Will there be any change to the Social Sciences attribute?

Answer: No.

Question: what are the impacts that this will have on dual degree students?

Answer: They haven't looked at dual degrees yet, they want to model cases to understand. They will look into data, starting from the most common.

Question: Will the new writing courses exacerbate the gap between writing skills of the students in CBE (who do not take these courses) and the others?

Answer: CBE students receive different training, not less rigorous training.

Question: Did you consider other forms of communication, in addition to writing?

Answer: We did, we consider calling them "writing encounters" instead, but we then decided that writing is an important skill that all need to have.

Question: How will you manage supply and demand of these encounter attributes, to give students the opportunity to graduate?

Answer: They have looked precisely at this balance and determined that the need is going to be met by the capacity that they have.

Question: There will be a lot of courses that will need to go through CIM, the course and curriculum and committee, and EdPol by 2024, how will you manage that?

Answer: some of them (e.g., the first year seminar) will be experimental and, as such will not require this approval. For the new attributes there may be simplified processes.

Question: How do these requirements impact the IDEAS program?

Answer: We have not looked into it.