**Educational Policy Committee**

**November 14, 2018**

**Minutes**

**Committee Members Attending:** Watkins (chair), Webb, Lotto, Zhang, Hoelscher, Gunter, Bodzin, Liu, Li, Piispanen, Pascarosa, Elroukh, Wesson (ex officio).

**Guests:** Bell, Jensen, Szczepanski, Tonkay, Zalatan, Baker.

The chair called the committee to order, 4:10 PM.

The committee approved the minutes, by consensus.

**First agenda item: Changes to credit hours needed for student classification**

The committee turned to data provided by Registration and Academic Services and discussed prior to this meeting by a subcommittee of Ed Pol members.

The committee discussed how many credits students typically take, and the distribution of credit loads. What is a “normal” course load? A small number of students take a very large credit load, but the number of earned credits, on average, is between 14 to 15 credit hours per student per term. Most discussion focused on the need for uniform standards across the university, while not making changes that make it much more difficult for students to make normal progress if they are just below the number of credits needed to stay in their class year and register with their cohort.

Consensus emerged that the appropriate levels were 24, 54, 84 credit hours to obtain sophomore, junior, and senior status. These levels would be two 3-credit courses behind the 30-60-90 credit hours needed to be on track for graduation for the minimum 120 credit hours needed for programs with the lowest credit requirements. Students at these levels could then take enough extra credits to graduate on time without overloading.

The registrar has full authority to implement this new standard without an R&P change, and the committee consensus was that the proposed university-wide cutoff levels were appropriate for implementation.

**Second agenda item: Proposed change to R&P 3.1.4.1, Credit for Lehigh Study Abroad Sponsored Programs**

Jennifer Jensen proposed a minor change to R&P 3.1.4.1. This would clarify that students studying in LU-approved Lehigh Abroad programs may transfer up to, but not more than two regular terms of study abroad credit toward a single Lehigh degree. This is a small change to emphasize that students should be allowed to transfer study abroad credit. The proposed language was previously shared with the Study Abroad Faculty Policy Board, a subcommittee of the Educational Policy Committee, and that committee unanimously endorsed the change.

Some discussion revolved around whether the word “passing” should be changed to “C-minus or better” for qualification for the residency requirement. This would be in line with courses counting for pre-requisites. However, concern arose that this might dissuade students from trying things beyond their comfort zones, and that the main issue at hand was counting credits towards the residency requirement, in which case passing grades, not pre-requisite competency, would be appropriate.

Additional discussion led to consensus that the modifier “single” in front of “Lehigh undergraduate degree” was problematic, particularly because increasing numbers of students are seeking dual degrees. The intent is not to allow students to transfer back more than two terms, even if they are in dual degree programs. The committee suggested removing the modifier.

As modified, proposal approved by consensus, with direction that J. Jensen prepare a written rationale for the Faculty Senate Executive Committee.

**R&P 3.1.4.1, Credit for Lehigh Study Abroad Sponsored Programs**

Original language:

Courses taken through Lehigh Abroad approved programs and assigned passing grades will count toward fulfillment of the undergraduate residency requirement. Such courses will transfer on a credit only basis. Grades assigned to these courses will not be used in calculating grade point averages or in determining class rank (except as noted in Section 3.11.1 – Graduation Honors).Students studying in Lehigh Abroad approved programs will be limited to two regular terms of study abroad that may be applied toward a single Lehigh undergraduate degree. Summer study abroad in approved programs will not count toward this limit.

Proposed language:

Courses taken through Lehigh Abroad approved programs and assigned passing grades will count toward fulfillment of the undergraduate residency requirement. Such courses will transfer on a credit only basis. Grades assigned to these courses will not be used in calculating grade point averages or in determining class rank (except as noted in Section 3.11.1 – Graduation Honors).Students studying in Lehigh Abroad approved programs ~~will be limited to~~ **may transfer up to, but not more than,** two regular terms of study abroad **credit** ~~that may be applied~~ toward ~~a single~~ Lehigh undergraduate degree**s**. Summer study abroad in approved programs will not count toward this limit.

**Third agenda item: Proposed changes to R&P 3.1.4 Transfer Credit (portion on dual-enrollment courses)**

Jennifer Jensen proposed a change to R&P as it addresses dual enrollment credit—credit granted for students enrolled in coursework that simultaneously counts toward a high school diploma and college credit. The change would remove the current practice of evaluating an instructor’s employment status and instead replace it with a standard that “the enrolled section is comprised of both high school and matriculated college students.” “Matriculated” was a friendly amendment to the proposed language.

The committee discussed whether this would be feasible to implement. If a student has questions, replied Ashley Baker from Registration and Academic Services, they are often not easy to answer, but the proposed new standard would be clearer to students than the previous standard, and easier to implement than the process of confirming instructor employment status.

The committee discussed whether any sorts of dual-enrollment courses should be approved. The goal of the proposed language, Dr. Jensen explained, was to meet the spirit of what the Educational Policy Committee sought a few years ago when it addressed this language—to allow credit for courses taught by “regular” college faculty but not those taught in high schools by instructors who are primarily high school instructors. Dual enrollment courses are beneficial to high school students even if they do not receive Lehigh credit, as they are beneficial in the Lehigh admissions process.

Proposal, as modified, approved unanimously, with direction that J. Jensen prepare a written rationale for the Faculty Senate Executive Committee.

**R&P 3.1.4 Transfer Credit** (relevant portion of section):

Original language

Students who have taken college level courses while in high school may petition the registrar to have this credit transferred, provided the course is acceptable to the appropriate academic department at Lehigh. The coursework must have been taught by a college or university faculty/instructor and be eligible for credit at the faculty/instructor’s institution. The petition must be submitted during the student’s first year of study at Lehigh.

Proposed language:

Students who have taken college level courses while in high school may petition the registrar to have this credit transferred, provided the ~~course is acceptable to the appropriate academic department at Lehigh~~ **enrolled section is comprised of both high school and matriculated college students.** ~~The coursework must have been taught by a college or university faculty/instructor and be eligible for credit at the faculty/instructor’s institution.~~ The petition must be submitted during the student’s first year of study at Lehigh.

The Committee adjourned at 4:30.