**Educational Policy Committee**

**March 20, 2019**

**Minutes**

**Committee Members Attending:** Watkins (chair), Webb, Bodzin, Gunter, Hoelscher, Li, Liu, Lotto, Zhang, Piispanen, Tremblay, Chen

**Guests:** Sczcepanski, Tonkay, McClaind, Jensen, Wilson, L. Bell; Doug Mahony, Faculty Senate Chair; Kathryn Welsh-Radande, Director, Study Abroad; Cheryl Matherly, Vice President and Vice Provost for International Affairs.

The chair called the committee to order. He greeted Doug Mahony, chair of the Faculty Senate, and Kathryn Welsh-Radande, director of the Study Abroad office.

The committee approved the minutes from 3/4/2019, after accepting minor changes to the draft minutes.

**First agenda item: Proposal to the Course and Curriculum approval process**

Professor Frank Gunter, in his role as Faculty Senator and Senate Executive Committee member, presented the proposal before the Senate to change the course and curriculum approval process. (This proposal had its first reading during the March meeting of the Faculty Senate.) He explained that the current process has six steps and requires approvals at multiple steps. Though this proposal suggests changes at the college level, that is college business, and the Faculty Senate will not change the colleges’ processes. However, it would streamline the university process.

By email, CBE Associate Dean Katrina Zalatan made suggestions. These were discussed; the committee agreed that it would not propose modifications to the proposal. RCEAS Associate Dean Greg Tonkay pointed out it is difficult to identify which courses rest on prior learning from other courses; the committee agreed that an effort should be made, perhaps through the CIM system, to better identify the courses that are providing important content to other courses.

The committee members were supportive of the newly proposed and more-streamlined process. F. Gunter thanked the committee for its feedback.

**Second agenda item: Proposal to eliminate the Ed Pol Standing Subcommittee on Writing Instruction and the Study Abroad Faculty Policy Board.**

Senate chair Doug Mahony presented the proposals to eliminate the Standing Subcommittee on Writing Instruction and the Study Abroad Faculty Policy Board (SAFPB). There seemed to be no major objections to the dissolution of the Subcommittee on Writing; several committee members noted it met only very infrequently. D. Mahony noted that there had been more discussion about the SAFPB.

Vice President/Vice Provost Cheryl Matherly explained that the SAFPB believed that some of its duties could be subsumed under the Committee on International Affairs, as the proposal expects. The SAFPB, however, does more routine work and program review and oversight; there are concerns that this work is substantial enough in quantity that a body other than Ed Pol should review this work. C. Matherly presented an alternate proposal to maintain the SAFPB, under the oversight of the Educational Policy Committee.

K. Radande, Director, Study Abroad, explained that SAFPB reviews programs students wish to take. Many of these petitions are routine, with well-established and well-respected institutions. A smaller set are much more time-consuming. SAFPB is making its own recommendations to streamline approvals; if made an EdPol subcommittee, it would deal only with the less routine cases, while the Study Abroad Office would, with oversight of the subcommittee, manage routine approvals.

Doug Mahony expressed concern with committees that need to meet infrequently; is this good use of faculty time? He proposed that there be no subcommittee, but that the responsibilities in the proposal language be included as the purview of Ed Pol as a whole.

The committee discussed the tradeoffs between a separate subcommittee and Ed Pol’s managing these issues directly. Faculty time is valuable; thorough review of study abroad programs is also important. The committee strategized about ways to manage the workload, in the end accepting the proposed inclusion of the study abroad responsibilities as part of EdPol overall. There was significant concern that the new responsibilities not overshadow the other main business of the committee. The committee agreed that the Ed Pol chairperson should remain empowered to create ad hoc groups to address--and make recommendations to the committee on--specific issues as needed to ensure the flow of business. The committee requested that a review take place after one year of functioning without the separate SAFPB body, to see if changes in structure might be needed.

The committee adjourned at 4:25.