

Educational Policy Committee Agenda
October 5, 2022, 3-4:20 p.m., Williams 351

In Attendance: Paul Salerni, David Peng, Nobuko Yamasaki, Brook Sawyer, Michael Gusmano, Paolo Bocchini, Angela Brown, Kelly Austin, Kareem Hargrove, Duncan Shober-Fernback, Jennifer Jensen, Linda Bell, Tim Ebner

Recorder of Minutes: Brook Sawyer

1. Approval of the Minutes from September 7, 2022; Note-taker

- Approved
- Brook Sawyer volunteered to take minutes this year

2. Committee Membership (see below); Introduction of Undergraduate Representatives; Choosing a Chair-elect

- Chair elect is still a work in progress. Individual needs to be tenured and in 2nd year of service to EdPol. Tradition is that RCEAS would be next in line but there are no eligible faculty members. Paul will continue to work on this. Michael Gusmano indicated that he could fulfill this role if no other option emerges but would prefer if another solution could be found due to COH's high service load.
- Paul oriented the committee to the mission of EdPol

3. Subsequent meetings

- October 19- Amanda Brandone & Steve Peters from CAS will come to talk about the process of updating CAS curriculum, particularly the liberal arts curriculum; after revisions and approved by CAS, it will need to be approved by EdPol. [Will have implications for RAS/Banner (course attributes). Kelly Austin will meet with RAS to discuss.]
- 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.

4. Course and Curriculum Subcommittee approvals

- a. TE 304 Course Deactivation -unanimously approved
- b. ME 211 Substantive Course Change - unanimously approved
- c. MGT 314: Substantive Course Change -unanimously approved
- d. ME 325: New Course Proposal - unanimously approved
- e. HE-BA Community and Global Health Program Proposal- unanimously approved.
 - a. Discussion about COH students taking medical anthropology in CAS due to that course filling rapidly-however, COH students have other options in the cross-cultural/diversity requirement other than this course. Other discussion points is that COH students taking CAS/HMS courses may be muddied, due to a pending intercollegiate program between COH and HMS. Also, point was

raised that this program could affect enrollment in other programs, but the group deemed that proposal did not need to be rolled back.

New business related to curriculum

- Nobuka Yamasaki (CAS) asked about Michael Gusmano about COH interest in a Graduate Certificate in Queer Studies.
- Jennifer Jensen raised the point about Middle States requirements, namely operationalizing those requirements and mapping those requirements to courses- e.g., quantitative reasoning. Idea -form working group subcommittee of EdPol to do this work and then bring to EdPol for discussion. Idea under advisement by EdPol.

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.

Substitute prose from the Catalog?

Currently enrolled full-time degree seeking undergraduate students in good academic standing who have achieved sophomore status who meet the policies as outlined by the Lehigh Valley Associate of Independent Colleges (LVAIC) and each member Registrar, may register for up to two courses per term at any one of the member LVAIC institutions (DeSales University, Cedar Crest College, Lafayette College, Moravian College, and Muhlenberg College). The student must obtain the appropriate approvals of his or her own adviser and the host institution registrar. The courses must not be available at the home institution and must be in the normal academic load and not produce an overload. Graduate students and graduate-level courses are not eligible for cross registration.

- Decision-EdPol recommended removing long verbiage from R&P but replacing with a simple sentence that indicates faculty support of LVAIC. Paul will draft.

Title: Grade Reports as presently practiced

Presently in R and P:

3.8.6 Grade Reports

All grade reports submitted to the registrar shall be by letter grades and shall be signed by the instructor.

Recommendation:

Remove this section.

OR

Suggested language:

Faculty should submit their grades through the process and deadlines as determined by the University Registrar. They should be available during the final exam period until all semester grades for his or her courses have been submitted following the procedure set up by the University Registrar.

- Decision - EdPol voted to remove.

Title: Transfer Credit and Graduation Honors

Presently in R and P:

From 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:

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

Are you suggesting that we eliminate all the prose that pertains to transfer credit towards the calculation of graduation honors (highlighted in yellow)?

- EdPol Decision- simplify -Transfer credits do not count toward GPA. Paul will draft.

Title: Cooperative Undergraduate Education

Presently in R and P:

3.14.5.2. Cooperative Undergraduate Education

Certain departments offer limited opportunities to undergraduate students for cooperative work assignments with industrial or business firms and government agencies. In all cases cooperative work assignments are optional on the part of the student and there is no obligation for the student to accept permanent employment or for the cooperating organization to offer permanent employment.

When on a cooperative assignment, the student must register for the non-credit course, cooperative education, to maintain continuous student status. The fee for this course is established by the university treasurer. Participation in a cooperative education program does not relieve the student from any regular requirement for the academic curriculum in which he or she is enrolled.

Details of cooperative arrangements vary with different curricula. Each department offering cooperative education will provide the details of its program in writing to interested students.

Suggested change:

Eliminate this category from R&P since details vary from college to college. Each college should outline the details of their programs in the university catalog.

- Decision: EdPol-voted to remove.

Title: Summer Session

Presently in R and P:

3.15.1 Summer Session

Regularly matriculated undergraduates may attend summer session courses. Undergraduates from other institutions must submit an application for admission to the summer session office.

Suggested change:

3.15.1 Summer Session

Remove this section from R&P since a separate summer session office no longer exists. Visiting Summer students are processed and treated similarly to other visiting students. Regularly matriculated undergraduates may attend summer session courses. Undergraduates from other institutions must submit an application for admission to Registration and Academic Services.

- Decision-EdPol accepted suggested change.

Title: Winter Intersession

Presently in R and P:

3.15.2 Winter Intersession

Winter intersession will begin on the first Monday after the last Final Exam for the Fall semester and will end on the Friday before the start of the Spring academic semester.

Suggested change:

This section should be deleted as it should be decided by the Calendar Committee. Winter will begin on the Monday following the Christmas holiday and will end on the Friday before the start of the Spring academic semester.

Should the calendar committee be consulted before we suggest this change?

- Decision-EdPol accepted suggested change.