

Educational Policy Committee Minutes

January 29, 2026

Attendance: Marina Puzakova, Daniel Babcock, Kelly Austin, Khurram Hussain, Lucy Napper, Michael Dills-Allen, Terry-Ann Jones, Todd Watkins, Tom Hammond, Edmund Webb, Lisa Lindley, Lori McClaind, Michael Gusmano, Olivia Grimes, Derick Brown, Mariana Roldan, Clinton Graham, Paolo Bocchini, Erica Hoelscher, Lifang He.

Agenda and Discussion

1. **Approval of Minutes** 12/11/2025. No changes or additions.
2. **New courses and curriculum discussion** with Kelly Austin. Mostly from the College of Health. Clean-up and adjustment to description, pre-requisites, etc., not course content. Set of 8 courses approved by unanimous vote. [Bigger batch next time]
3. **Community and Global Health Program.** Routine updates and changes in requirements and electives. Cleaning up old courses, adding new ones. Program description has changed in the catalogue to make the language clearer for students especially vis a vis AP and language requirements. Approved by Unanimous vote.
4. **Data Science Program.** Subcommittee had previously reviewed but the Psychology department did not approve a course previously listed as required for the program. The course has been removed. Approved by Unanimous vote.
5. **R&P 3.20.1 Leave of Absence.** Faculty Senate questions asking for clarification. First semester students and national guard issues. Lori initiated a discussion about adviser signature as part of the process for leave approval. Can we streamline the process? Can advisers be informed of requests without the need for a signature? Rationale: the process as constituted is unnecessary and could delay authorization - anything we can do to speed up the process is a good thing. Why is the leave process different for those who have not completed the first semester? Discussion of student status before the 10th day and after the 10th day of the semester. Does the difference between a withdrawal (after the 10th day) and a leave of absence (before 10th day) need more clarity in the document? Discussion of approved vs. unapproved leaves of absence, and the need for a process for students to return to campus after first semester withdrawal. Rationale: First semester (new or transfer students) is very important, and a distinct case for identifying and maintaining student status on campus. Lehigh is expensive. National guard exception? No. Rationale: Legal issues with different administrations and other federal laws.
6. **Provisional Courses and Special Topics.** Waiting for clarification on alternative routes to the current software since it cannot handle the workflow. Have not heard back from

the vendor. No changes can be submitted to the faculty senate until there is clarity from the vendor. Michael will check in and report.

7. **Common Hour Exams.** Google form (11 responses - all COE and COB) with questions about common hour exams. What is the rationale for common hour exams, and is it something we need to discuss and amend? Do we need more of them for classes between 50-100 students for example? And should the cap of 100 be changed? How many additional classes would be requested if the 100 cap is lifted? Kelly: too few responses for this exercise to be useful (no CAS response for example). This needs another round of responses. Perhaps a general faculty email instead of just for chairs and directors. Possible questions to add: If the limit of 100 is lifted, will professors be likely to participate in common hour exams? Also make clear that this form/questionnaire is intended for people teaching courses with multiple sections. How many classes use the common hour exam format? **We are the only institution among our peers to do common hour exams.** Deadline for faculty to respond to the new form: **February 20th, 2026.**