

EDUCATIONAL POLICIES COMMITTEE
MINUTES

WEEK 7; Tuesday October 2, 2012; in Swenson Hall of Geosciences, conference room (#103)

Members in attendance: Catherine McDermott, Danilo Bruno, David Dehnel, Ellen Hay, Greg Domski, Kristin Douglas, Michael Wolf, Robert Elflin, Taddy Kalas, Chris Marme

Others Present: Gail Parsons

The meeting was called to order at 4:35 p.m. by Committee Chair Mike Wolf

I. Minutes from September 25, 2012 meeting:

Motion to approve: Catherine McDermott

seconded: Greg Domski

All Approved

II. Old Business:

December 14, 2010

Further Discussion to be noted on future Agenda:

What is the actual charge of the EPC Committee; Are the EPC guidelines being met; Constitutional responsibility of faculty to be in charge of curriculum; Proactive behavior /not reactive; Certificate Programs; Concern with new instructor course syllabus development

September 4, 2012

EPC Chair reminded members to be proactive and submit concerns to the Chair to be included on Agenda.

Concerns to be considered:

1. Review definition of on-line and blended learning (Greg Domski will report on the Sloan definition to help define Augustana definition)
2. Adopting learning goals
3. What is the part of EPC to aid with College learning outcomes process
4. Will EPC be consulted by the college to help develop course learning objectives
Aid in proposing a structure to process learning objectives, preparing forms for assessment, propose assessment tools to be used – should a committee be established to focus on assessment
5. How is Senior Inquiry monitored and is there a common model
Are students benefiting from experience of Senior Inquiry
How are faculty prepared to aid students in Senior Inquiry
Do all departments have common expectations
Is Senior Inquiry uniform across campus
Is time spent on Senior Inquiry comparable in all departments

Ellen Hay will forward student focus information to EPC Chair for review

August 28, 2012

C. new course ACCT 203: Advanced Spreadsheet Applications (5 weeks, 1 cr)

Drs. John Delaney and Daniel Conway were present

(See prior minutes for full details)

Action:

The EPC Committee has moved to table. EPC Chair has requested that instructors work with Ellen Hay (Chair of Assessment Committee) to improve:

- how the course outcomes are to be evaluated, assessed and measured

Action to table: Ellen Hay seconded: Rob Elflin

Motion to table approved by majority

Sept. 4, 2012

(See Minutes)

Sept 18, 2012

(See Minutes)

Sept. 25, 2012
(See Minutes Sept. 25, 2012)

At this time the Committee is referring back to the Accounting Department to have these concerns addressed.

Action:

Motion to refer back to Accounting: Dave Dehnel Second: Robert Elfline
Motion to refer back approved by majority Nay vote: one
Motion carries

September 11, 2012

A. Discussion for Senior Inquiry

- Background

Research of offering SI Funded through Teagle Foundation

Worked with Wooster, Allegheny and Washington College to review their Senior Inquiry experience
3 year grant / for 2 years a number of pre-post survey of both students and faculty, focus groups of students, faculty and administrators. President Bahls felt we were well situated as a Liberal Arts college to promote student research through SI

•Concern:

Faculty workloads and faculty staffing / What is the required number of students

Would administration consider removing SI from departments

Students with double majors may select to do only one SI

Students overload of more than one SI in same term

Should every student be required SI

How ambitious is SI to be for students

Is this to be a reflection of what the student is to do in the profession of the major / What is the reflection component

Disparity in projects can happen between departments and within departments

What is the goal of Senior Inquiry

Is this an undergraduate research program

How many terms should be considered for SI

Should SI be rigorous and substantial in-depth of focus in the major

Encourage common requirements across departments

What are standards of SI

Departments have not articulated purpose for how SI fits within their programs

Costs of Research for SI

Is there ongoing monitoring within departments and established structure for SI

Is SI a skill demonstrating that inquiry skill in the major

Is SI in-depth into one particular topic

Is the SI substantial in meaning and impact

Is there a need for public presentations of SI

•Action

Currently there is no SI committee

Establish policy of SI and consider another committee to monitor SI

To select members of EPC to draft a new charge for SI policy that will be brought back to EPC

Committee for review and discussion. Proposed consideration of committee will be setting guidelines for SI, request Division representatives to review SI, and should a committee be formed to oversee SI.

Also, it was mentioned the committee would consult with the Natural Science and Fine Arts Divisions for input.

Motion to elect EPC members David Dehnel, Greg Donski, Robert Elfline, and Catherine McDermott to draft a charge for SI: David Dehnel seconded: Taddy Kalas
All Approved

Sept. 25, 2012

B. Credit hour policy

Discussion:

- Policy to be on record for HLC visit
- Rationale: (1) confusion with statement “one quarter hour of credit...”
Suggest: stated as one credit on quarter system?
- Department of Education is concerned with student contact and out of class study
- Laboratory Courses: minimum time in lab and time required for student work outside of class
- Concern with non-standardization of labs within departments
- Concern with student in class and out of class ratio
- How does lab work fit in with assessing courses for determining if they comply with credit policy – Does time in and time out of lab factor in to credit
- Independent Study / Directed Study: does not match catalog definition.
- Concern with statement: “During an academic trimester, one...”
- Committee concerned with codifying the current Augustana credit policy
- Do other institutions comply with this policy
- How do we prove student work out of class
- How are students spending their time out of class
- Augustana’s Proposed Credit Hour Policy: ... (5 week course) courses meet for 375 minutes / week, with 15 hours (time indicated seems not long enough compared to full term courses – please review hours)
- Accelerated courses: are these 3 credit courses, full term courses in 5 weeks – needs clarification and should be same amount of time in class and same expected time out of class study for students as the 10 week courses

Action:

Motion to refer back to Registrar: Tim Bloser

Second: Taddy Kalas

Motion to refer back approved

D. ECON Senior Inquiry change (with ECON 407 & 409 additions)

Motion: Tim Bloser

Second: Robert Elfline

Discussion:

- No Reflective component
- **Review of Guidelines for SI are located on Moodle**
- Course grade assessment not listed
- What constitutes good work
- What defines a reflection

Action: Motion to refer back to Economics Department: David Dehnel

seconded: Taddy Kalas

Motion to refer back to department approved

III. New Business

A. Consent Agenda from GenEd: nothing

B. ACCT 203 revision (see Old Business, Aug. 28, meeting)

Discussion:

- Concern with statement under **Course Material; The format of this class will be blended.**
- Concern with other institutions viewing this Augustana course as on-line
- Syllabus does not meet face to face contact
- Recommend on-line courses be approved after Augustana has defined and approved online courses
- Noted synchronous course

Action: To approve course ACCT 203 with the following conditions:

~~Remove term “blended learning” and specify course as on-line synchronous, one credit course only available to Augustana students.~~ EPC Chair will request Senate Chair place on Agenda.

Motion: David Dehnel Second: Michael Wolf Nay vote: one

~~Motion will move to Senate with condition to remove the term “blended learning” and specify course as on-line synchronous, one credit course only available to~~

~~Augustana students.~~ **Note:** Accounting Dept. revised the syllabus subsequent to vote, altering in-class, face-to-face meeting time to be first TWO class periods, qualifying the course to be considered hybrid (blended).

In addition, the wording has become more limiting (with respect to who can enroll): The course is now considered to be a blended, synchronous, 1-credit, 5-week course only available to Augustana degree-seeking students and Accounting Certificate students (see new EPC 10/16/12 definition).

- C. further discussion of calendar options and review of on-going faculty survey
EPC Committee requested Mike Wolf resend calendar survey to faculty to continue discussion at next EPC meeting.

- D. info: new course enrollment forms (from Registrar’s office)
On-line catalog language pertaining to internships (from AS&D)
The addition of the following statements were noted:

ADD SLIP

“As a student, I acknowledge that I understand how adding this course impacts:

My ability to stay within credits allowed with full time tuition (3 terms=33, 2 terms=22, 1 term=11)

DROP SLIP

As a student, I acknowledge that I understand how dropping this course impacts:

*my financial aid satisfactory progress *my financial aid relative to full time status *my timeline to complete my degree *my eligibility for NCAA athletics and campus activities *my ability to stay within credits allowed with full time tuition ((3 terms=33, 2 terms=22, 1 term=11)

CLASS REGISTRATION PERMIT

As a student, I acknowledge that I understand how adding this course impacts: *my ability to stay within credits allowed with full time tuition (3 terms=33, 2 terms=22, 1 term=11)

No Motion required

Motion to adjourn meeting 5:05 p.m.

Next Meeting Tuesday October 9, 2012

Further Discussion not noted on Agenda:

Nakita Eckhardt is requesting substitution for approved Contract Major: International Communication.

Because courses considered at the time of approval are not being offered the following is approved by the EPC Committee: History 351 China: the 20th Century (3 credits) will substitute for History 113 Europe 1900 to Present (3 credits).

The request was approved and change will be forwarded to the Registrar’s office to be noted on the Contract Major.