

**EDUCATIONAL POLICIES COMMITTEE**  
**MINUTES**  
**Tuesday March 29, 2011; in Founders' Hellstedt room**

Members in attendance: Louie Bertenshaw, Patrick Crawford, Liesl Fowler, Bob Haak, Katie Hanson, Rick Jaeschke, Taddy Kalas, Douglas Parvin, Ritva Williams, Michael Wolf, Benjamin Zimmerman, Craig VanSandt, Paul Weissburg

Others Present: Dr. Dara Wegman-Geedey, Gail Parsons

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

I. Minutes: Approval of minutes from March 22, 2011 meeting

**Motion to approve: Craig VanSandt**

**seconded: Rick Jaeschke**

**All Approved**

II. Old Business:

**November 30, 2010**

**E. Additional Discussion: at candidate presentation of Dean, a question was presented to the Dean Candidate regarding blended learning courses as it applies to current Augustana faculty teaching Augustana students. Concern with moving forward on this topic.**

- Define blended learning, distance learning, on-line learning
- Development of on-line course in process?
- Is there recommendation to move forward from the Board
- Is faculty committee aware of this move
- Is there intention to make these courses available to non Augustana students
- Is this being considered for summer courses (only)
- Will this be considered for current courses or new courses
- Concern with contact hours and faculty load / suggest required contact hours and definition of contact hours
- Concern with certification of student identity issues and security
- Will all courses be required to come through governance
- Can an existing course change to a distance learning course without governance approval?
- Are courses being currently taught at Augustana that would meet criteria of blended, on-line or distance learning courses
- What are we delivering as an institution
- Financial issues

**Action:**

- **Recommend EPC has voice in conversation about definition and creation of blended, distance, on-line courses**
- **Survey faculty**
- **Request EPC members submit questions to Mark Vincent to prepare survey**
- **Survey results of peer institutions offering on-line, blended, distance courses**
- **Seek information regarding issues of current on-line, blended or distance learning courses at other institutions**
- **Request faculty that have been involved in distance, on-line or blended courses to submit input**

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

**Discussion:** Recommendation to meet with new Academic Dean to discuss and clarify EPC function.

**Recommendation:** Katie Hanson, Charles Hyser and Liesl Fowler will meet to construct a proposed course approval form and checklist for instructors. Results will be submitted to EPC Committee for discussion and review.

January 25, 2011

**Action:**

- Make public an announcement, at Senate, regarding process of Program approval.
- Mike Wolf did this at the March 24 Senate meeting.

March 22, 2011

B. Biology Public Health proposal

**Discussion:**

- Inform students that it will be unlikely that they will be able to find a suitable Learning Community to transfer back to Augustana – LC should be taken prior to leaving Augustana
- Require all degree requirements must be met prior to leaving Augustana
- No Economic courses required

**Action:** Request Dr. D. Wegman-Geedey to attend EPC Committee meeting to respond to questions and answers.

**Motion to table for further discussion:** Taddy Kalas      seconded: Paul Weissburg

**Motion to table approved**

**March 29, 2011**

**Dr. Dara Wegman Geedey was present to respond to questions from members of EPC.**

- SLU approached Augustana to participate in Coordinated Degree program
- Already indicated in the suggested required courses for the BA/MPH Coordinated Degree Program that students complete all “General Education” course work during the three years at Augustana
- Augustana has been invited to mesh with 5 programs at SLU which do not include programs needing economics courses
- Students will be advised that C- is not accepted for transfer back to Augustana. Augustana will accept “C” or better.

**Discussion:**

- Do students have an option to delay enrollment for one year to complete four years at Augustana
- Concern with students receiving the full Liberal Arts experience within 3 years
- Is it possible to formulate a Public Health Minor?

- It is suggested to include Health Economics or Macro/micro-economics in curriculum
- In the market place Augustana can provide a Liberal Arts education with the pre-professional options
- What happens in five years if we don't graduate students in this program?
- What is the expectation of student enrollment in this program?
- It is possible to attract students in the Coordinated Degree Programs with the added value of the Liberal Arts education
- Advising will reinforce that the suggested course timeline may be altered because of course availability

Motion to approve: Paul Weissburg      Seconded: Taddy Kalas  
 Unanimous approval      2 abstain

- C. Discussion about transfer credits (i.e., Ask Liesl)  
 (e.g., list of schools from which we're accepting all students' transfer credits...)  
 Also discuss the possibility of professors teaching a course in another department.

March 29, 2011

Augustana Registrar responded to transfer credit approval.

- Advanced Standing and Degrees form is submitted by the student for approval to the Registrar's Office.
- A course is approved by the Registrar if Augustana has previously accepted the course from an accredited institution, usually WITHOUT informing the department that normally would teach it at Augustana.
- If an Augustana Department has had issues with accepting certain courses, the Registrar's Office will contact the Department for approval
- If the Registrar's Office has concerns about approving a course, the Department Chair is contacted and requested to consider the course for approval to Augustana
- When a course is in question for acceptance, the burden is for the student to submit syllabus and catalog description for approval by Department and Office of the Registrar

Augustana Registrar responded to concern of professors teaching a course in another department.

- Department and Division must approve courses taught by another instructor not in their department
- International Studies department approves programs. Courses within the programs are contingent on approval by the Department, Division and the normal process of governance.
- Syllabus must be submitted through the Department for approval

Open Discussion: A letter from Dr. E. Hay may be presented to the EPC committee regarding semester / trimester proposed models and recommendations.

EPC Committee members present, recommend the Dean submit the letter to the 6/35 Task Force Committee for review and consideration and further ask the Dean to communicate recommendations and proposals to the faculty at the April 28<sup>th</sup> faculty meeting.

### III. New Business

- A. NO NEW BUSINESS !

**Discussion:**

The EPC Liaison to the 6/35 Committee requested input about a “J” or “May” term within a 4/1/4 or 4/4/1 Academic year.

**Discussion:**

- Concern with students not involved in term remaining on campus
- January not recommended term for International Travel to northern hemisphere locales.
- Will the additional term be invoiced by college as a separate term?
- Will all full time students be required to take the “J” or “May” term; how many out of the 4?
- Will housing be additional for term?

**Motion to adjourn meeting 5:35 p.m.: Louie Bertenshaw                      seconded: Benjamin Zimmerman**  
**All Approved**

**Next EPC Meeting April 5, 2011**  
**4:30 p.m. Hellstedt**