

**EDUCATIONAL POLICIES COMMITTEE
MINUTES
Tuesday August 31, 2010; in Founders' Hellstedt room**

Members in attendance: Louie Bertenshaw, Patrick Crawford, Liesl Fowler, Bob Haak, Katie Hanson, Allison Haskill, Charles Hyser, Rick Jaeschke, Karalyn Jevaney, Taddy Kalas, Catherine McDermott, Douglas Parvin, Ritva Williams, Michael Wolf, Benjamin Zimmerman

Excused: Ann Ericson

Unexcused: W. Kent Barnds, Mark Vincent

Others Present: Darrin Good

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

I. Minutes: Approval of minutes from August 24, 2010 meeting

Motion to approve: Douglas Parvin seconded: Ritva Williams

All Approved

II. Old Business:

April 27, 2010

ITS is reconstructing the Augustana Campus/Forms and Documents site to locate the "Recommendation to Add a Course" form for the 2010-2011 academic year. The Ages site will have information about the form, with hopes of a link to the location of the form.

May 11, 2010

Discussion:

A. Review of the "Recommendation to Add a Course" form is needed. On forms submitted to EPC, it was noted that the suffix and Learning Perspectives brackets were not included on all forms. Concern that there may be two forms available to complete. EPC chair will research.

August 24, 2010

Brad Isbell, ITS, continues to work on the update of the "Recommendation to Add a Course" form. Chair Michael Wolf has requested the instructors continue use of the current forms located <http://www.augustana.edu/x15620.xml>

May 4, 2010

B. GRD291/ART291 Topics in Contemporary Art and Design: History of Contemporary Graphic Arts

Discussion: It was noted this course will be taught spring term of academic year 2010-2011.

Recommendation to request the new hire instructor submits for approval the course through governance with additional syllabus and assessment information.

Action: Recommendation to table and return to Department for additional syllabus and assessment information and to file the course on-line to EPC.

Motion to table: Rick Jaeschke

Seconded: Katie Hanson

Motion tabled

August 24, 2010

EPC Chair, Michael Wolf, will contact new Art instructor to submit approval of course through governance process.

May 11

A. MUSC 1XX: The Modern Piano (Elfline)

Action: EPC recommended to table and send to GEN. ED. for review of Suffix for approval.

Motion to table approved.

August 24, 2010

MUSC 1XX is being reviewed through GEN. ED.

THIS COURSE WILL BE NUMBERED MUSC 106

F. ENGL 315: Writers and Readers Beyond our Borders (Al-Wazedi)

Discussion:

- Learning Perspectives have not been approved through Gen. Ed.
- This was previously approved as a Learning Community on a one time basis for the academic year 2010-2011.
- Is this a course number change
- Course description has changed and will require a new course number
- At current time, no suffix has been approved for this course
- Course should be submitted through governance as a new course and submitted for approval for suffix
- Expiration date is set for one year and must be submitted for approval through governance.
- Course dropped ENGL 354 does not have same description

Action: Request Registrar sort out the needed information regarding the correct course number and request that the suffix be reviewed and verified.

Motion to Table approved

August 24, 2010

Registrar will contact Department and request course be submitted through on-line process for approval.

August 24, 2010

III. A. A+ grade computation proposal (Tallitsch)

Discussion:

- Rationale of A+ grade and increase of 4.0 gpa
- To award proof of merit for record
- Processing the A+ grade for the Datatel system

Registrar noted: If approved, students would be required to remain under the grading system of the catalog year they entered (Plus/Minus grading was implemented in 2000)

Action:

- Request Registrar submit the number of A+ grades given to students at Augustana
- Registrar noted a similar request was submitted four years ago through governance and resulted in being tabled
- Request Registrar gather information from other institutions regarding A+ grading

**Motion to Table: Michael Wolf
Motion to table approved**

Seconded: Katie Hanson

C. Rome Learning Community (Lee & Kramer)

Discussion:

- The Registrar requested the following information be noted: Senior students participating in this course will receive an IP grade and will not be considered for spring graduation if this course is needed to fulfill graduation requirements.
- Syllabus for CLAS 220 reviewed
- CLAS 220 not listed in catalog
- Was CLAS 220 approved by Division

EPC will recommend Professor Kramer submit the "Add a Course" form for CLAS 220 to be reviewed and approved through the proper governance procedure. A note will be sent to Dr. Lee regarding EPC concerns.

Motion to Table: Michael Wolf
Motion to Table approved

Seconded: Taddy Kalas

D. Wittenberg semester

Discussion:

- If student takes courses at Wittenberg, how will they be approved for acceptance at Augustana?
- EPC will request more information from Allen Bertsche, Director of International Programs.
- Request name of person submitting the fall 2011 Draft: was this submitted to EPC in error?

Motion to table for further information: Michael Wolf
Motion to table approved

Seconded: Taddy Kalas

August 31, 2010

Wittenberg has been previously approved by the Senate and needs no action from EPC.

III. New Business

A. Service-Learning guidelines discussion with Darrin Good / Director of Service Learning
Discussion:

- Require clear sense of what is "Service Learning"
- Construct Guidelines
- Service Learning is a powerful type of teaching method that within the course the instructor will have assignments that will help prepare the student for a volunteer service within the community
- Classroom discussions, assignments and readings
- Service Learning should be a contact between the instructor, student and Community Liaison
- Service to Community should have significant input from the Community
- Reflective writing component required of student
- Interactions with community
- Define clearly what courses should be designated "Service Learning"
- Not a gen. ed. requirement yet (*& no discussion of it becoming one, either*)
- Track Service Learning Components
- How to designate and track Service Learning on transcripts
- Must quantify Service Learning within reflection by student
- Verify with Community Liaison results of student involvement
- How will the Community be contacted for Service Learning
- Documentation formalizing written statement within application of Service Learning designation
- How will SL be included within existing courses / are the existing courses pre-requisites for other courses on campus
- Will courses with SL designation be reviewed over time
- Signature of Department Chair on application of Service Learning application
- Credits for SL courses
- Will the SL inclusion within a course significantly change the course and will this require the course to be resubmitted for approval through governance

Action:

Darrin Good will submit to EPC:

- **Guidelines for Service Learning**
- **Expectations of a Service Learning designation**
- **Evaluation form**
- **Application form for SL designation**

EPC Chair will submit a process for the acceptance of the SL designation

No motion required. Further information to be submitted at future EPC meeting.

B. ANTH number change (410 to 310)

**Motion to Approve: Katie Hanson
All Approved**

Seconded: Ritva Williams

**Motion to adjourn meeting 5:30p.m.: Ritva Williams seconded: Katie Hanson
All Approved**

**Next EPC Meeting September 7, 2010
4:30 p.m. Hellstedt**