

EDUCATIONAL POLICIES COMMITTEE
MINUTES
Tuesday September 21, 2010; in Founders' Hellstedt room

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

Excused: Ritva Williams, Allison Haskill, Ann Ericson

Unexcused:

Others Present: John Delaney, Darrin Good, Gail Parsons

The meeting was called to order at 4:34 p.m. by Committee Chair Mike Wolf.

I. Minutes: Approval of minutes from September 14, 2010 meeting

Motion to approve: Douglas Parvin seconded: Rick Jaeschke

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

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>

NOTE: All this may change as the college converts to Googlemail.

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.

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, has contacted new Art instructor to submit approval of course through governance process.

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

Discussion: Learning Perspectives have not been approved through Gen. Ed.

- Previously approved as part of an LC on a one time basis for the academic year 2010-2011.
- Is this a course number change; Course description has changed; requires a new course #
- 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

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

Seconded: Taddy Kalas

August 31, 2010

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

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.

Motion to Table approved

September 14, 2010

D. Service Learning Process and application form

Action: EPC Chair will work with SL Director to prepare a new, cleaner version of proposed document. Changes: Review of version "D" New version "E" submitted for 9/21

Motion to table and request Director of Service Learning to attend EPC meeting: Mark Vincent

Seconded: Benjamin Zimmerman All Approved to table

III. New Business

A. Accounting Certification Program Proposal (Delaney)

John Delaney, Associate Professor in Accounting, offered background information and responded to questions from EPC:

President Bahls approached John Delaney about 1 ½ years ago to explore the possibility of a Master's in Accounting degree. Numerous accounting firms were contacted that recruit our students and other firms that we would like for our students to be recruited. The firms responded that it is not important that our students have a Masters in Accounting, but it is important that our students have the 150 college credits to be eligible to take the CPA exam. A review of opportunities was discussed on how Augustana could get our students the credits to afford them the eligibility to take the exam without going to another institution to complete the credits needed and not offer a Masters Program. Through the years many students have inquired why does Augustana not offer the 150 hours; they would stay and pay to complete their hours at Augustana. The Accounting department performed a cost factor analysis based on the current courses offered, some that are not at capacity; with the addition of the suggested courses, the program with just one student would break even. It is believed that the first year may have a possible 5-10 students apply for the CPA certificate program at Augustana. Two more elective accounting courses would need to be added to the certificate; Business Law and Business Ethics, which are currently offered at Augustana. The goal would be to have the proposal before the faculty this year to start the additional courses for the 2011-2012 academic year. The certificate would show completion of courses and not an advanced degree. A three year pilot-program is being

proposed to see how the program progresses. It was also noted, our students could be eligible to complete the certificate if they attend summer and fall term after graduation and be eligible for the CPA exam after winter term, which would give them an advantage to finishing before the completion of another academic year. However, there may be distinct advantages to most students to delay graduation until completion of the certificate, although they would be allowed to walk at graduation with their class (e.g., staying a full-time student may allow them to stay insured (health, auto...) under their parents' plan and to remain eligible for certain forms of financial aid).

Further discussion from the EPC Committee:

- How will this affect student's financial Aid and insurance
- Will the students be recommended not to declare to graduate until the completion of 150 credits
- Accounting Department would like to have degree audit track required courses for certificate
- Admissions has students inquiring if the certification may be earned at Augustana
- Accounting jobs are contingent on students eligibility to take the CPA exam
- What will the criteria be for student's acceptance into certificate program
- Would courses be open to Accounting Majors
- Will standards be indicated on the application (GPA, requirements for courses)
- Will the certification program be open to anyone applying if they meet Augustana criteria
- 30 hour minimum requirement to enter certificate program
- Program completion listed on transcript
- Time limit set for completion of certificate program
- How will the department track the student
- Will all course information from transfer students be required to be entered on transcript
- Certification has not been entered on transcripts at this time, what will be the recommended process to show certification
- Request Accounting department to submit courses through governance if credits are to be increased from 1.5 to 3 credits (page 4 of proposal)
- Concern with course balance of the Liberal Arts degree with the addition of the Certificate
- Certificate policy be implemented at Augustana for future clarification

EPC Chair has contacted John Delaney regarding EPC Committee discussion and recommendations and has invited him back next week.

**Motion to recommend to table for further discussion: Patrick Crawford
Seconded: Rick Jaeschke All Approved**

**B. Service-Learning Discussion of version "E" document
Darrin Good was present to respond to concerns and recommendations.**

Discussion: Recommendation to indicate in SL courses on webadvisor that service projects will require additional out of class time.

It is important that SL courses are recognized early to approve community resources needed to support the SL courses.

After discussion the following changes are recommended to version "E":

- **4. Change: "The time ~~volunteering~~ **serv**ing in the community**
- **1.A. move "Courses not SL- approved cannot use the "service-learning" language to 3.**

**Motion to Approve with recommended changes (will be version F):Taddy Kalas
Seconded:Patrick Crawford All approved**

C. Academic Calendar 2012-2013 (Registrar)
Motion to Approve: Taddy Kalas **Seconded: Mark Vincent**
All Approved

D. LSFY102: From Socrates to Nietzsche (Birondo)
Moved to September 28th meeting due to time.

Motion to adjourn meeting 5:50 p.m.: Louie Bertenshaw **seconded: Ben Zimmerman**
All Approved

Next EPC Meeting September 28, 2010
4:30 p.m. Hellstedt