EDUCATIONAL POLICY COMMITTEE MEETING

Friday, January 31, 2014

2:00-4:00 pm

Conference room, MCB 3-104

**East Bank Campus**

AGENDA

**Present:** Robin Wright, Jean Underwood, Leslie Schiff, James Cotner, Salman Ikramuddin, Fumiaki Katagiri, David Kirkpatrick, Nikki Letawsky Shultz, Jane Phillips, Leslie Schiff, Paul Siliciano, Stefanie Weisneski, Sue Wick, Jane Phillips, Taylor Boyle

**Absent:** Rogene Schnell, Lorene Lanier, Meaghan Miller Thul

1. Approve minutes from December 20, 2013 meeting

Approved.

1. Old Business
2. New Business
* **Student Services Trends and Updates (Stefanie and Nikki)**

CBS Student Services Usage Data presented for the past four semesters (see document on Moodle Site). There has been a rapid increase of face-to-face contact with students after moving Student Services to MCB (East Bank). There has also been an increase in drop-in hours and appointments. Saw almost 1300 individual students last semester (Fall 2013).

CBS Student Services will have to adjust for Fall 2014 to be prepared for the increasing volume of students. Suggestions include: group appointments, advisors that specialize in different fields, advisors that specialize in freshmen/sophomores and juniors/seniors, DUGs come in to discuss upper division courses with students. On advising page, each advisor should post a short video about themselves, providing a more extensive bio to make them more personable.

Upperclassman are not seeking out advising, but this is a campus-wide concern, not CBS specific. Meaghan and Stefanie are holding two focus groups to get at all of these questions. Overall, students have very positive things to say about advising. One suggestion initiated by student members of EPC was to change the expectations of entering students to understand that they will receive most support from Student Services in their first two years and less as they are further on in their major when they need less.

* **Discussion of the number of credits for GCD 4025- undergrad cell bio lab (David)**

This is an ongoing issue because of low enrollment. Two years ago, 30 students enrolled in this lab, last year that number dropped to 15 and this year there are only eight or nine students. This correlates with adding David Matthes’ bioinformatics lab. Students are choosing the bioinformatics labs rather than this cell bio lab because the undergrad cell bio lab is two credits right now, and the bioinformatics lab is three credits. Most labs are three credits.

We are improving the cell bio lab. Ideas for improvement include changing modules, new course director, remove non-topic issues that may be driving down interest, and change this to a three-credit lab. Why would this course be more attractive at three credits? Because it fits in student’s schedules better, and is more aligned with the amount of work students are putting in; feel better about gaining three credits.

Bioinformatics lab can be taken earlier in their curriculum because the cell bio lab has the cell bio course as a pre-req. Many students take the cell bio course their last year. Perhaps students can take cell bio course concurrently with cell bio lab, David will look into this.

Also, cell bio lab is at a bad time, therefore it is hard to schedule around and takes out a lot of other course options. It is hard to build a good schedule with only two lab credits, meeting for 6 hours on Mondays. Perhaps the lecture could be moved to Wednesday, keeping the Monday lab. Having an open lab policy would allow students to determine when they can come in.

These options and suggestions will be explored and we will continue to discuss this.

1. Announcements (Robin)

Report about a meeting of the Deans and Provosts to talk about professional schools offering undergraduate courses. Argument is that professional schools are not held accountable in any way, at instructor or college level. They are not accountable for graduation rates, and their pay increases are not based on student learning. They often teach large enrollment lectures based courses, rather than teaching smaller more focused courses.