EDUCATIONAL POLICY COMMITTEE MEETING

Friday, December 19, 2014

2:00-4:00 pm

Conference room, 123 Snyder

**Saint Paul Campus**

AGENDA

**Present: David Kirkpatrick, Jane Glazebrook, Jane Phillips, Sandy Stoup, Fumi Katagiri, Jim Cotner, Jean Underwood, Stephanie Wiesneski, Susan Wick, Nikki Letawsky Shultz, Paul Siliciano, Leslie Schiff, Lorene Lanier**

**Absent:**

**Akila Pai, Alexandra Martin, Barbara Irish**

1. Approve minutes from November 21, 2014 meeting: Approved, with minor alterations mentioned by Jane

2. Old Business

 a. Special Topics courses – their use, and new versions

 Jane P. brought up the idea of Special Topics course designations for each major. Leslie felt it was not a good idea, as it is limited to 2 offerings already and anyone can use the Biol designation. We’ve only had a few offerings per semester, so there isn’t likely to be confusion. Sue mentioned that advertising might be issue. Leslie said that Special Topics courses can be used to meet elective credit but only for that specific offering. Current course numbers are 1700, 3700 and 4950, and there is no need to proliferate. Paul S. may deactivate the BIOC special topics - Biochem 4950 – which is the only other one extant. Jean Underwood has been the approver of special topics courses. With her retirement, the approver will be the Associate Dean for Faculty and Academic Affairs, presently Jane Glazebrook.

 b. ODL classes – finances and registration follow-up

 There has been a lot of confusion about the tuition flow for ODL courses. Presently, the tuition for BIOC3021 flows to CBS, but for all the other ones it flows to CCE. We decided to return to the petition process for CBS students who want to take CBS courses ODL, so that CBS students do not oversubscribe the course. Jane will contact Bob Stine of CCE to tell him that we are returning to a petition process, so that the number of CBS students in these courses should drop.  She will suggest to him that he might like to cap enrollment by CBS students, but if he does so, to please tell us. Stefanie will be copied on this communication. For financial reasons, Andrea would really like us to take back the ODL courses from CCE. We need to collect information about how it is actually working now, what would be required to change it, stakeholders who may have fits, etc. One issue is the ability to enroll students from outside the University.

 c.  There was discussion about the fate of Biol 4003 once the Molecular Biology course is going. We decided that it is OK for Genetics 4003 to go away, as students from other colleges can be served by Genetics 3022. 4003 will be replaced by a new version of genetics with a new number, possibly Biol 4013, that will not have the molecular biology material that has been moved to the Molecular Biology courses.

3. New Business

 a. Transfer admissions requirements clarification (Nikki)

 Nikki gave a handout on inter-college transfer students (ICT). These students have a general course GPA of 2.0, and a science course GPA of 2.5. Nikki presented a proposal that is intended to close a loophole in the current procedures that lets students who are admitted to another college transfer to CBS without ever taking any classes at the U. Approximately 50 students have used GPA from another university to use as intercollege transfer. We decided to adopt the clarification that transfer students coming from another college must have taken a minimum of 12 credits at the U, including at least one 3-credit science course. After some discussion, we decided that GPAs could be calculated bracketed. We may wish to revisit the 2.0 GPA requirement, but we suspect that the higher science GPA already required is the effective barrier, rather than the 2.0 GPA requirement.  Nikki was to send a revised document for inclusion on the EPC site.

Jim Cotner made a motion to accept Nikki’s clarification document (12 credits, one 3 credit science course, unbracketed analysis of grades). The motion passed.

 b. Curricular needs – classes that might benefit from more instructors (Jane)

 Jane G. requested guidance on which courses need more faculty, more sections, etc., and wanted to collect information from each major, the DUGS, etc. Jean U. also mentioned freshman seminars as another offering that could be increased. The DUGS agreed to send information to Jane G.

 c. What to do if/when we have free space in the curriculum? (Jane)

 If physics and chem are reduced in credits, where would we use those credits? Leslie was interested in having the general requirements between majors straightened out. The curriculum should be examined to ensure that it is not driven entirely by the needs of the pre-med students any more. Paul would like to move students towards taking more 5000 level courses, while Jim wanted a much larger fraction of the CBS undergraduates to take evolution at some point in their studies. Stefanie is working on a global view for the various majors and their internal groupings, but this will be delayed by her child’s impending birth.