Minutes Educational Policy Committee (EPC)

September 7, 2016

Present: Suining Ding, Daren Kaiser, Gang Wang, Marcia Dixson, Patrick McLaughlin

Absent: Jane Leatherman, Linda Wright-Bower (both on sabbatical this semester)

Suining Ding was elected chair.

Suining will contact the Executive Committee to see about filling the EPC vacancy for this year.

Via email, Suining volunteered to be the Assessment Council representative from EPC.

Several items were discussed:

- Should midterm grades be required of all 100 and 200 level classes – tabled until next meeting.
- Purdue WL intends to begin putting disciplinary action on transcripts – what is our feedback about this? – tabled until next meeting
- Should there be an “FN” grade for those students who fail a class because they stop attending? This would allow us to better track causes for student failure. This was passed and should be sent to Senate for information only.
- What should the appeal process be for student’s who are academically put on probation or dismissed from the university? The committee agreed there should be an option for review and explanation of the calculations but no appeal process given the number of warnings students receive. Patrick will write up formal language to revise the policy and the bulletin. That will be reviewed at the next meeting and then forwarded for action by Senate.
- Upcoming agenda items may include: Action required in response to recommendations to USAP report and action required based on revisions of general education curriculum

Meetings are tentatively set for every other Wednesday at 11:00 am. The next meeting is Wednesday, September 21. Suining will send room information.

Respectfully submitted, Marcia Dixson
EPC meeting
September 21, 2016

Present: Patrick McLaughlin, Linda Wright-Bower, Gang Wang, Daren Kaiser, Marcia Dixson, Suining Ding

Minutes approved.

Midterm grades: Recommendation that Registrar add language to midterm grade email that draws attention to two things - Faculty are encourage to give midterm grades to students who are at risk for failure (particularly if you are not using Blackboard). This will generate a letter sent to the student's permanent address. Faculty can give grades to a portion of the class. Marcia will send to chairs and deans

Transcript notation for disciplinary actions - approved by Purdue - we need to see if IU has instituted this policy; tabled until next meeting

Changes to policy to reflect student's ability to ask for review not appeal of probation, dismissal, or readmission: Darren moved, Gang seconded - passed unanimously. See attached.

AP 41 We were asked to respond to:

1.4 Bullet point 1 which is likely seen in Dr. Drummond’s Review and Recommendations for Academic Programs

2.5 Bullet point 1: In the works with the Registrar
Bullet point 2: Dr. Drummond’s Review and Recommendations
Bullet point 3: Completed by EPC on September 7
Bullet point four – FAC was also asked to review that, we will share the information FAC receives from Dr. Drummond about this

3.2 Bullet point 1: Completed
Bullet point 2: In progress: The SEM Advising Group proposes changes to Advisory Council – we are awaiting review/revision by VCAA and VCSA
Bullet point 3 and 4: Suining will request information about timelines and plans from VCAA Drummond for this

3.6 Bullet point 1and 2: Suining will request information about timelines and plans from VCAA Drummond for this

Suining will contact Carl about timelines and plans for 3.2 bullet points 3 and 4; 3.6 bullet points 1 and 2

Next meeting: September 28, 11:00 am when we will consider Dr. Drummond’s Review and Recommendations for Academic Programs and Departments

Adjourned, 12:00 pm

Respectfully submitted, Marcia Dixson
EPC meeting  
September 28, 2016

Present: Gang Wang, Daren Kaiser, Marcia Dixson

Absent: Linda Wright-Bower (sabbatical), Jane Leatherman (sabbatical), Patrick McLaughlin

Minutes approved from 9/21/2016

Discussion of replacement members: Daren Kaiser will see about getting two replacement members with at least one from ETCS, DSB or the Library.

AP 41 2.5 Bullet point 2. Discussion of Dr. Drummond’s Review and Recommendations for Academic Programs and Departments. Initial findings were: Consensus was that the process upon which the recommendations were made was applied fairly across all departments. The rationale for each recommendation is clear and they seem feasible. The committee would urge Dr. Drummond to pay attention to the feedback and arguments from each department (as we are confident he will) and, in particular, to consider unintended consequences to other programs given the interconnected nature of our degree offerings. This language will be reviewed at the next meeting and, after revision, be added to the report due to the Senate on October 28th.

AP 41 1.4, 2.5, 3.2 and 3.6 – Marcia Dixson will request information from Dr. Drummond about the timeline and next steps for these bullet points that EPC is responsible for reviewing.

Changes to policy to reflect students’ ability to ask for review of probation: Gang Wang will create the resolution reflecting the committee’s approval of these changes to be forwarded to Senate.

Adjourned, 12:00 pm

Respectfully submitted, Marcia Dixson

Next meeting: October 5, 11:00 am ET 206 (unless new members are not available at this time). Potential agenda items:
- Elect a chair
- Resolution to replace members
- Consider information from Dr. Drummond about AP 41
EPC meeting
October 12, 2016

Present: Prasad Bingi, Dong Chen, Marcia Dixson, Daren Kaiser, Patrick McLaughlin, Gang Wang

Absent: Linda Wright-Bower (sabbatical), Jane Leatherman (sabbatical)

Minutes approved from 10/6/2016

Continued discussion of AP 41

May want to add an opening statement: the lack of specificity in the action plan items makes this process difficult

2.5 Bullet point 2: Revisited and approved as previously stated

3.2 Bullet point 2: Recommend changes in proposed advising council reorganization: 1) Change the last sentence explaining the mission of the Executive Advising Committee in the following way “The Executive Advising Committee is to ensure information flow between and across units and facilitate changes in policy and practice originating from Advising Council”. Have seven (rather than 5) faculty advisors from at least three colleges to balance the primary role advisors. Make the SIS representative non-voting. Have six primary role advisors from at least three colleges (rather than one from each, this allows for potential restructuring of units in the future). Move the information about Executive Advising Committee to below the information about Academic Advising Council to indicate that information/policies should not originate with Executive group.

3.2 Bullet point 3: Primary role advisors should be embedded within a department/school/college so as to be knowledgeable about a limited number of major requirements.

3.2 Bullet point 4: Too vague - what does regularize flow mean??

3.6 Bullet point 1: Develop additional online/hybrid programs: Faculty within departments/colleges/schools should consider developing these if they are appropriate for the students and content. Academic Affairs should provide support for these efforts if faculty determine they should move forward.

   Flipped instruction: We feel this impinges on academic freedom and should be the realm of individual faculty to make decisions about what pedagogical method is most appropriate for their content etc.

Next meeting: 11:00 am; October 19, 2016; KT G83.

Potential Agenda:
   Discussion of AP 41 3.6 Bullet point 2

Respectfully submitted, Marcia Dixson
EPC meeting
October 19, 2016

Present: Prasad Bingi, Dong Chen, Marcia Dixson, Daren Kaiser, Patrick McLaughlin, Gang Wang

Absent: Linda Wright-Bower (sabbatical), Jane Leatherman (sabbatical)

Minutes approved from 10/12/2016

Continued discussion of AP 41

3.6 Bullet point 2. The plan currently pursued by Curt Hosier seems reasonable.

Discussion of dissatisfaction with the AP 41 process in general and the lack of credibility with the process, especially in light of announcement of mandated cuts - a preamble was added to the AP 41 Report from EPC.

Respectfully submitted, Marcia Dixson
EPC Minutes
November 16, 2016

Present: Marcia Dixson, Daren Kaiser, Patrick McLaughlin, Gang Wang, Dong Chen

Absent: Prasad Bingi, Linda Wright-Bower (sabbatical), Jane Leatherman (sabbatical)

Minutes from October 19 approved

Discussed the ruling of the Senate to the appeals procedures back to EPC. The consensus of the Senate is to leave an appeals procedure in place which means we may be vulnerable to differing standards for probation and dismissal based on the department/college. Patrick will send an appeals process to chairs/deans as this process occurs within the college/department.

Discussed notion of tips for children in class. We feel this is up to individual faculty members to decide what is appropriate in their class.

Meeting adjourned, 11:45 am.

Respectfully submitted, Marcia Dixson
EPC Minutes
February 1, 2017

Present: Marcia Dixson, Daren Kaiser, Patrick McLaughlin, Gang Wang, Dong Chen, Prasad Bingi, Linda Wright-Bower, Jane Leatherman

Linda Wright-Bower was unanimously elected chair for the spring semester.

1. Discussion of bringing academic regulations in line with Purdue given the impending realignment. Marcia was asked to confirm with Carl Drummond and Jeff Malanson that this is something that EPC should undertake. If they confirm, the process will be to look at Purdue regulations: http://www.purdue.edu/studentregulations/regulations_procedures/ and compare with current IPFW regulations to see if we add anything that we want to keep. We intend to propose adopting Purdue regulations with the addition of any of those items.

To that end, the group divided up the academic regulations (https://www.ipfw.edu/committees/senate/regulations/) for comparison:

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<td>Final Examinations and Instructors’ Grade Reports</td>
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<td>Jane &amp; Patrick</td>
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<td>Special, Credit, Credit for Military Servicer and Excess Undergraduate Credit</td>
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2. Patrick raised the question of whether we should consider making the academic calendar and academic regulation

3. The next meeting is tentatively scheduled for March 1 at noon.

4. Agenda items we did not have time for:

   a. Create a policy that requires mid-term grades to be reported for all freshman (from Executive Committee) – Patrick will forward a previously written policy to the committee
   b. Meet with Admissions to determine what we, the faculty, can do to help “close the deal” with potential students and report on those items to the senate this spring (from Executive Committee).
   c. Consider that best way to request that admissions look at best practices from other institutions and how IPFW compares. Request that they present that information to the senate this Fall (from Executive Committee).

Meeting adjourned, 1:05 pm.

Respectfully submitted, Marcia Dixson
EPC Minutes
March 1, 2017

Present: Marcia Dixson, Daren Kaiser, Patrick McLaughlin, Gang Wang, Dong Chen, Prasad Bingi, Linda Wright-Bower, Jane Leatherman

Minutes from February 1 approved.

Announcements:
- Linda will represent us on the Reorganization Conference Committee
- Senate document deadline is March 24th
- General Education forums postponed

International Education proposals – the subcommittee was asked to put the four proposals into one resolution with the appropriate format (strike-out etc.)

OAA Memo to revise Advising Council: This document was tabled. Marcia will take concerns regarding an Executive Advising committee that is charged with “monitoring and reporting” advisor training and standards. Concerns: 1) there are not faculty on this committee and 2) the departments should already be doing this so this creates another bureaucratic layer that is not necessary.

Midterm-grade reporting: Linda will draft the resolution to require midterms grades under specific conditions: 10000 and 20000 level courses; during weeks 4-7; for students at risk for failure (D or F). This passed unanimously.

Academic Regulations: Patrick has created a Word document with current IPFW and current Purdue regulations side by side. We will each go through our assigned sections and make any recommended changes in the current IPFW regulations (i.e., use track changes, add words, strike out etc.). Regulations which must be changed include:

a. Admission academic regulation 2.4 which determines academic forgiveness after a student does not attend any campus of IU or Purdue after five years.

b. Definition of resident credit in academic regulation 1.2.1

c. Grades – academic regulation 6.0 removing any reference to IU grades and how grades will post to an IU transcript.
   i. Specifically: Semester Grades IF grade definition in 6.2
   ii. P/NP option 6.3 and
   iii. Incompletes 6.4 which discusses the process for updating Incomplete grades to IF grades.

d. Readmission academic regulation 9.4.3 which states a student dismissed from any campus of IU or Purdue may not enroll at IPFW until one fall or spring semester has passed.

Our next meeting is March 22 at noon.