

**Committee on Educational Policy**  
**Minutes**  
**14 November 2017**  
**(French 203, 3:30 p.m.)**

**Members Present:** Bill Abrams (Chair), Jim Haug, Chene Heady, Katrina Maynard, Sara Miller, Mike Mucedola, Sarai Blincoe, Ben Topham, Don Blaheta, Jackie Hall, Bruce Speas

**Members Not Present:** Doug Dalton, Gena Southall

**Others Present:** Virginia Kinman, Kate Morgan, Susan Hines

**I. Minutes from October 24, 2017: *Approved***

**II. CCCAS:**

- a. **COMM 105** – New Course: *Vote was taken, approved.*
- b. **COMM 305** – New Course: *Vote was taken, approved.*
- c. **COMM 405** – New Course: *Vote was taken, approved.*
- d. **COMM 200\*** – Title and Description Change: *Information Item, Department will be asked to add a statement that addresses student time expectations over intersession*
- e. **COMM 311 & 312\*** – Description Change: *Sending back to Department. If they would like another course created, they need to create another course number.*
- f. **COMM 434** – New Course: *Vote was taken, approved.*
- g. **COMM 460\*** – Title and Description Change: *Information Item*
- h. **COMM 461\*** - Storage: *Information Item*
- i. **PHYS 101\*** - New Number: *Information Item*
- j. **PHYS 102\*** - New Number: *Information Item*
- k. **PHYS 201\*** - Number Change, Course Description, Remove Lab: *Information Item*
- l. **PHYS 202\*** – Number Change, Course Description, Remove Lab: *Information Item*
- m. **PHYS 222** – New Course: *Vote was taken, approved.*
- n. **PHYS 223** – New Course: *Vote was taken, approved.*
- o. **PHYS 307** – New Course: *Vote was taken, approved.*

**III. CEHS**

- a. **HMSV 100** – New Core Course. Discussion: for interdisciplinary courses, we ask for a letter to justify who is eligible to teach the course. Letter is kept on file for justification if necessary by SACS reviewer. Informal requirement for this year, more formal next year. *Vote was taken and approved with recommendation that the subject code be changed to EDUC if the originators agree and that the second sentence in the course description be clarified.*
- b. **HLTH 210** – New Core Course: *Vote was taken, approved.*
- c. **SPED 289** – New Core Course: *Vote was taken, approved.*
- d. **Health Ed Minor Change** – *Vote was taken, approved.*

**IV. Other Business:**

- a. **Syllabus Page for the FPPM:** Add “if applicable” in the parenthesis for additional outcomes area. Adjust the Course Requirements line to add "Course requirements (due dates and descriptions for tests, term papers, etc. as well as their connections with course outcomes when appropriate.)" Add in a requirement for accommodations for students with disabilities. Send suggested wording for this area to Bill. Deadline for submission – change the current wording to “no later than the add/drop period for that course” to resolve ambiguity.
- b. **Additional Degree Requirements and Catalog:** Discussion about format and rules. More information will be forthcoming. It was suggested that there be standardization of course descriptions in the catalog and also include a key with codes that assign attributes to courses in the catalog. The committee is asked to send suggestions for coding to Susan to compile and bring back to the committee. There is conflicting information about how transfers should be handled in the catalog with regard to the new Core. Bill and Susan will draft revisions and bring to the committee and determine if the information on transfers has passed through Senate.