

Committee on Educational Policy
Minutes of September 24, 2013
Hiner 102 3:30 pm

Members: Bill Abrams, Adam Franssen, Jackie Hall (Senator), Jeff Halliday (Senator), Pat Lust (Liberal Studies), Sharon Menegoni, (Chair), Shawn Smith, Gerry Sokol, Scott Wentland, Doug Dalton (CAS), Linda Lau (CBE), Sharon Emerson-Stonnell (CGPS), Robert J. Smith (CEHS), ex officio Vikki Levine (Registrar), and Gini Black, recording secretary.

Visitors: Audrey Church, Karla Collins, Frances Reeve, Kathy Charleston and Jeannine Perry.

- I. Operational procedures
 - a. Introductions
 - b. Use of the Canvas page
 - c. Meeting times

- II. Minutes of April 16, 2013- **approved**

- III. College of Graduate and Professional Studies
 - a. New courses – **Passed**
 - i. SLIB 500 – Foundations of School Librarianship
 - ii. SLIB 510 – Collection Development
 - iii. SLIB 520 – Library Resources for Children
 - iv. SLIB 530 – Library resources for Young Adults
 - v. SLIB 560 – Information Sources and Services
 - vi. SLIB 570 – Curriculum & Instructional Procedures for School Librarians
 - vii. SLIB 595 – Special Topics
 - viii. SLIB 600 – Emerging Trends in School Librarianship
 - ix. SLIB 610 – Promotion of School Libraries
 - x. SLIB 620 – Instructional Design in School Libraries
 - xi. SLIB 630 – Organization of Information
 - xii. SLIB 670 - Administration of School Libraries
 - xiii. SLIB 680 – Research Methodology for School Librarians
 - xiv. SLIB 685 – Research Study in School Libraries
 - xv. SLIB 689 – Supervised Experience in School Libraries
 - xvi. SLIB 690 – Clinical Experience in School Libraries
 - xvii. SLIB 691 – Professional Portfolio
 - xviii. SLIB 695 – Advanced Special Topics
 - b. New program – **Passed and Forwarded to Senate**
 - i. Master of Education in School Librarianship

- IV. College of Business and Economics
 - a. Course changes – **Information items**
 - i. MANG 363 – change in pre-requisites

- ii. ECON 391 – delete from catalog
 - iii. FINA 350 – change in pre-requisites
- b. New course - **Tabled**
 - i. MANG 260 – 7 Habits of Highly Effective People Signature Course
- c. Program change
 - i. BS in Economics – **Passed**
 - 1. Add MANG 391
 - 2. Remove ECON 391

V. General Academic Policy Proposals

- a. Responsibility for the content and assessment of courses – **Passed, 1 abstained; forward to the Senate – final language –**

Background

This proposal was approved by EPC and sent to Senate several years ago. It was sent by Senate back to EPC for simplification. This version is more easily understood than the previous version.

Summary

This policy would set in writing the current practice regarding who is responsible for the content and assessment of courses.

Rationale

With the continued growth of Longwood University and more offices involved in various aspects of the educational mission, it is more important than ever that each and every course have a specific unit responsible for its content and quality.

With that in mind I propose that the following paragraphs be inserted into section II.J of the FPPM.

Each academic prefix, such as MATH, EDUC, ACCT, etc., will be the responsibility of a specific department or academic unit. No course may be created and no section of a course may be offered without the approval of the administrative leader of that unit. Furthermore, no change in a course may be made without the approval of the administrative leader of that unit. If a new prefix is created, the units in charge of similar prefixes or who might be affected by the change must be consulted.

An academic prefix for an existing major or minor will be the responsibility of the department that administers that major or minor. Prefixes for courses which do not lead to a major or minor will be the responsibility of the unit that originated or historically controlled it. Prefixes not in either category, such as GNED or GNST, will be assigned to a unit by the VPAA. The registrar's office will keep a record of the unit to which each prefix is assigned.

- b. Experiential learning policy –**Passed –final language - forward to the Senate -**

BACKGROUND

As recently as 1999, Longwood recognized the need for experiential learning as a component of the now defunct Bachelor of General Studies. Within the framework of that program, Longwood affirmed that "Credit for experiential learning may be

requested for college level learning acquired through certain life/work experiences.” This option was removed when the BGS Program was discontinued. As the Department of Nursing moved forward with creating the new RN-BSN Program, which would have a significant experiential learning component, we realized that the University no longer has a policy that allows this option. A committee was convened to discuss options and make a recommendation.

The decision was to submit for approval a proposed University policy that would allow Longwood academic departments and programs to incorporate experiential learning into their curricula as desired. (See below)

SUMMARY

This policy should be entered in the FPPM in Section II.J.

There are times when academic learning objectives may be satisfied completely outside the academic setting and still be compatible with academic work, thus worthy of academic credit. Care must be taken in order to establish that equivalent learning has occurred and that students are not being given credit for the same learning twice. Prior to entering the program a student must be able to reasonably assess whether they will be awarded academic credit for their experiences. Programs that wish to have credit awarded for experiential learning must have appropriate objectives, rubrics, and processes to satisfy this policy.

The Committee on Educational Policy, with the approval of the Faculty Senate, will maintain the process and forms required. Copies of the documentation and/or portfolio used to award experiential learning long with the rubric must be provided to the Office of the Registrar, with a department chair’s signature for a grade of PR (experiential learning) to be posted to the student’s transcript.

All proposals for an academic area to offer experiential learning must include a fee structure.

Experiential credit may not be used to satisfy General Education goals 1 – 13 or as part of the 30 credits of upper level courses required to be taken at Longwood.

The new policy is needed to allow academic areas the flexibility to create non-traditional learning options for students in programs or situations where such options are deemed necessary and acceptable by the academic area.

Meeting adjourned 5:05 pm.