

Minutes *

**Senate Committee on Educational Policy
Fall Retreat
Monday, September 16, 1996
10:00 - 5:00
Hotel St. Paul**

Present: Laura Koch (chair), Avram Bar-Cohen, Anita Cholewa, Elayne Donahue, Gayle Graham Yates, Darwin Hendel, Gordon Hirsch, Thomas Johnson, Judith Martin, Kathleen Newell, W. Phillips Shively, William Van Essendelft

Regrets: Robert Leik

Absent: Cleon Melsa

Guests: J. Peter Zetterberg (Office of Planning and Analysis); Vice President and Dean Mark Brenner

[In these minutes: policies to be taken up during the year; semesters; the biennial request; other issues facing the Committee]

Professor Koch welcomed everyone to the retreat and turned to the staff to provide an update on the cease and desist order and its implications for the deliberations of the Committee. The Committee was advised that it could continue to discuss virtually everything on its agenda, and that it would receive assistance with any questions it might have.

Professor Koch then turned to the list of policies that the Committee had before it. She noted that Committee members had each been assigned responsibility for drafting policy, and she asked each in turn about the status of the policy revision.

In the middle of reviewing policies, the Committee was joined by Dr. Zetterberg, who informed it of a review of academic policies across the campus that has been conducted by his office. They have identified policies and practices in a wide range of areas (grading, admissions, graduation, and so on), and will provide a report on what they learned. He suggested that SCEP could be involved in many of them, and that it should perhaps plan on having a meeting to discuss the findings. The goal will be to try to make uniform as many of the policies as possible for the Twin Cities campus; Morris, Crookston, and Duluth are interested in participating in the simplification as well. It was agreed that this should be a meeting agenda at an upcoming meeting.

Dr. Zetterberg also distributed copies of the final policy on course numbering under semesters.

The Committee then returned to the review of policies.

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- The policy on collegiate and departmental reorganization is not complete.
- The policy on credit for academic work outside courses was prepared by Professor Graham Yates and Mr. Van Essendelft and reviewed by the Committee.
- The policy on prospective students is outdated and not followed; Mr. Sigler, the Director of Admissions, has informed Professor Koch it would be desirable to have a policy in place.
- The policy on privacy will be prepared by Professor Koch.
- The policy on transfer of credits was prepared by Professor Graham Yates and Mr. Van Essendelft and reviewed by the appropriate authorities and appears to be acceptable. It should be reviewed by others before being brought to SCEP for a vote.
- The policy on scholastic eligibility will be held, pending the report from Dr. Zetterberg.
- The policy on housing will be prepared by Professor Graham Yates; she reported that she needs to consult with housing officers.
- The policy on degrees and graduation requirements has not been prepared; Dr. Hendel said he would pull together the assigned group once the report from Dr. Zetterberg has been made available.
- The policy on University-Sponsored Educational Material is also a Regents' policy, and may be supplanted by the proposed policy on intellectual property; advice from Dr. Brenner will be sought.
- The policy on faculty and student expectations with respect to the classroom will be taken up by Professor Koch. She said she needs to work with the students on the Committee.
- The policy on inloading instruction is more appropriately within the domain of the Committee on Faculty Affairs, and should be taken off the docket of SCEP. It was so agreed without dispute.
- The policy on international education and exchanges is a "can of worms" that has not been resolved by the pertinent officers. There may be a need for a new policy.
- The policy and procedures for program reviews should be reaffirmed and submitted for formal administrative approval and action.
- The Council on Liberal Education should be asked to review with SCEP the liberal education requirements. Vice Provost Mirrer will be invited to join the Committee.
- The policy on the faculty role in advising may need review; Professor Koch and Dr. Donahue will do so.

- The policy on make-up examinations and absences from class will be reviewed by Dr. Cholewa, and she will determine if they can be incorporated in the policy on classes, schedules, and final examinations.
- The policy on student and peer evaluation of teaching should be reaffirmed.
- The preparation standards being used by the University are those agreed to with the Minnesota State College and University System.
- The policy on classes, schedules, and final examinations may be amended to include absences and make-ups, and needs to be revised to take into account the possibility of longer classes on Tuesdays and Thursdays.

It was agreed that Professor Koch would devise a schedule for taking up these policies during the upcoming academic year, in the hope that the review could be completed this academic year. With respect to the items identified by Dr. Zetterberg, it was agreed that the Council of Undergraduate Deans should review them before SCEP takes them up.

Professor Koch inquired if Committee members wished to pursue further the Twin Cities Undergraduate Course and Curriculum Committee, which was not approved in the Twin Cities Campus Assembly last year. She noted that Michigan State University, when it converted to semesters earlier this decade, had a committee that reviewed EVERY course submitted for semesters (it was composed of three teams, and was a long and difficult task, but they felt it was worthwhile, and it required staffing). The Committee agreed that the proposal should be pursued further, because if no such committee is created, semester curricular decisions will by default be made by the provosts and other administrators.

Provost Shively then reviewed with the Committee the most recent draft of the Undergraduate Initiative II and its relationship to the 1997-99 biennial request. The question of a technological literacy requirement has been raised, and needs to be brought to the Committee for consideration. He also discussed the four-year graduation guarantee and related problems of course access (which have NOT disappeared). About one-fourth of incoming freshmen signed up for the guarantee, even though it received little notice. Other topics he touched on included writing across the curriculum, greater integration of Twin Cities faculty in undergraduate education (including, perhaps, development of a "master teacher" concept, with appropriate financial rewards, available to all faculty on the campus), and use of course access funds that have been provided to departments.

Professor Koch then reported on the trip she and others had taken to meet with officials at Michigan State about semester conversion. They said they would NOT make the change, if they had it to do over again, but it was also noted that MANY institutions are making the change, so the quarter system will soon be largely abandoned. The role of the Committee at this point is largely one of cheerleading; it should probably invite the colleges to send representatives to describe what they are doing to move to semesters, and there should be a focus on what they are doing to achieve the semester conversion standards adopted by the University Senate last spring. Colleges must be sure they are adhered to, faculty must be provided support, and the administration should provide it.

The Committee spent some time talking about course offerings designed to meet the needs of

students caught in the transition (who may, for example, have taken one quarter of a two-quarter sequence--which will be a one-semester course after the conversion). There is much work left to do in this area, it was agreed.

Professor Koch then said the Committee needed to identify its priorities for the year, apart from dealing with the policies. Several were suggested:

- The chair of FCC has asked that SCEP take up seriously a proposal to establish a teaching award for graduate and professional education that parallels the Morse-Alumni award for contributions to undergraduate education.
- Grade inflation remains a problem; the Committee should work with the colleges to identify ways to address it.
- The Undergraduate Initiative will require more extended conversations during the year.

Other suggestions included distance education and the idea of students declaring themselves/being declared full-time or part-time in order to consider realistically the actual costs of having students attend the University over long periods of time.

Professor Koch next welcomed Vice President and Dean Brenner to the meeting. Dr. Brenner distributed a paper, "The Graduate School: Adding Value to the University of Minnesota," and reported that the administration believes there should be a graduate school. A task force chaired by Professor Allen Goldman has prepared a report, just sent to Senior Vice President Marshak, that has not been released yet. Dr. Brenner described what he believed should be the next steps with respect to the role of the Graduate School.

Dr. Brenner also distributed a draft document on merger and discontinuance of graduate programs, and commented on several possible changes that might be made in the draft. He also led a discussion on professional Masters programs, including how they should be funded, and on guidelines for creating new programs and the need for benchmarks and realistic funding projections for such programs. Along with Provost Shively, the Committee discussed with Dr. Brenner the prospects for and desirability of cooperative programs with other research universities.

Dr. Brenner then raised two issues with the Committee:

- There will be a new policy on tuition remission for graduate assistants. A survey of AAU graduate schools suggests about 75% of them levy tuition as a direct charge, with a cap. His office will have recommendations by November, to be implemented July 1, 1997.
- He is glad that Professor Gray, chair of FCC, has raised with SCEP the possibility of establishing a teaching award for graduate and professional education, and urged that the Committee support such a proposal.

Professor Koch then very quickly reviewed the status of a number of other policies and issues, and then adjourned the retreat early in order to attend an FCC meeting to discuss governance activities

while the "maintenance of the status quo" order is in effect.

-- Gary Engstrand

University of Minnesota