

## Curriculum and Educational Policies Committee

### MINUTES

February 20, 1997

**Present:** Debra Anderson, Jolene Barjasteh, Becky Benedict, David Dahl, Mark Etzell, Chris Grasso, Dana Gross, Peter Hamlin, Carolyn Jennings, David Lesniaski, Bob Nichols, John Poling, Brian Thompson, Mary Titus, Mary Walczak

Jolene Barjasteh called the meeting to order. Minutes from the December 5, 1996 meeting were approved as written.

**Member terms:** Barjasteh had received, from the Nominating Committee, a listing of all CEPC members and the year that their terms expire. She read the list to confirm everyone's appointment and made corrections as noted by the members. The corrected list, which will be forwarded to the Nominating Committee, is:

At large members	David Dahl	1998
	Chris Grasso	1999
	Mary Titus	1999
	(to be elected - Spring '97)	2000
Division representatives		
Applied Sciences	Debra Anderson	1998
Foreign Languages	(need replacement)	1998
Natural Sciences	Mary Walczak	1999
Behavioral Sciences	(to be elected - Spring '97)	1999
Fine Arts	(to be elected - Spring '97)	2000
History, Literature, Philosophy	(to be elected - Spring '97)	2000

**Course number change:** The German Department Chairperson submitted a letter notifying CEPC that German 247: Folk Tales, Fairy Tales and Fables is being changed to a level one course. The new course number will be German 147.

**Foreign Language Subcommittee Update:** Barjasteh reported that the subcommittee granted a waiver of the foreign language requirement to a student who is a native speaker of Korean. His proficiency in reading, writing, and speaking was confirmed.

**Honorary Degree Subcommittee Update:** Grasso reported that the individual who, during the most recent fall semester, had been endorsed by CEPC and the faculty to receive an honorary degree has declined the offer. Grasso had not received the individual's letter and does not know why the degree was declined. Nominations are being solicited for the spring deliberations of the subcommittee. The deadline for nominations is March 10th; the subcommittee's recommendation will be presented to CEPC later in March and to the full faculty at the faculty meeting scheduled for April 1.

**New Courses Subcommittee Report:** Dahl presented a draft green sheet with all of the new courses that the subcommittee recommended for approval. Dahl noted that all new courses represent a "zero sum" in the number of courses offered in a given year by the college. New courses either replace old courses that are being discontinued, go into a rotation with existing courses, or replace section(s) of courses that have been offered with multiple sections. Since the majority of new courses fall into these latter two categories, the catalog appears to show a growing number of courses being offered. The current practice is for courses to be dropped from the catalog if they haven't been taught for three years.

Dahl also noted that two of the courses are being recommended for approval contingent upon receipt of EIN certification. The General Education Committee (GEC) is still in the process of reviewing these two courses. There was some discussion on trying to determine the number of EIN courses that will need to be offered. It was pointed out that there are plenty for next year already, although there may be a need for more in the following year.

A motion to approve the draft green sheet was seconded and passed.

Dahl mentioned that there are about six additional new courses that are still being revised and/or reviewed and will be presented to CEPC later this semester.

**Definition of Majors:** Anderson reported that the Dean's Council had been looking at how the college defines student majors, how they are presented in the catalog, and how they are identified in the Registrar's Office. They had some concern about inconsistency with how majors are defined and described in various places and asked Anderson to form an ad-hoc group of CEPC members to look at the college's majors, concentrations, and major emphases for consistency and clarity.

It was pointed out that the Registrar's Office has a clear list of what the majors, concentrations, and major emphases are and that those have all been approved by the faculty. Any revisions in the requirements for specific majors or concentrations must come through CEPC. Several members wondered what prompted this inquiry, and the question was raised if this had anything to do with the discussions about faculty cut-backs or program review. Anderson replied that the Council's discussion was not in that context. Other members wondered if the Dean's Office was interested in certifying student majors and Anderson replied not at all, but that there had been some discussion about the Registrar taking that responsibility. Several committee members, who are also department chairs, voiced concerns about that idea stating that although there are specific requirements for any major, there is always room for flexibility. It is important that the department chairs (or program directors) be able to say if a student has met the requirements for a major or concentration. It was also pointed out that since it is not always exactly clear from the catalog what the requirements are, students should be consulting with the department or program and with their adviser. The suggestion was made that students with double majors ought to have two advisers, one in each department, to help with the details of the department majors.

The committee remained uncertain about what was being asked and what the motives were. They asked Anderson to clarify exactly what the Dean had in mind for the CEPC group to investigate. No group was formed and Anderson said she would follow up on the matter with the Dean's Council.

**IDOCS point of information for CEPC:** Barjasteh handed out a memo from Phyllis Larson, Chairperson of IDOCS, regarding two points of information for the CEPC.

First, IDOCS has decided not to pursue the development of a mechanism to allow St. Olaf students to participate in non-approved study abroad programs.

Secondly, IDOCS approved a compromise policy statement regarding course numbering. The policy would require that any course moving from off-campus to on-campus (or vice versa) be submitted to the appropriate committee as a new course (Special Studies Subcommittee, New Course Subcommittee, or IDOCS). The committee may then request that the department chair work with the Registrar to renumber the course and submit the course to GEC for reconsideration of GE credit.

The second point was discussed at some length. CEPC members viewed this step as unnecessary since the course would have already been approved by one of those three committees, as well as by GEC if it carried GE credit. Dahl presented a motion that courses approved for off-campus and moving to on-campus, or vice versa, should have a new course description and GE credit information sent to CEPC as a courtesy. The motion was seconded and passed. This information will be forwarded to IDOCS and to GEC.

The meeting was adjourned.

Secretary: Rebecca Benedict

Recorder: Susan Canon