



COUNCIL ON EDUCATIONAL POLICY

Meeting Minutes: May 21, 2019

3:30 PM, Loew 355

**Members present:** Mike Dodd, chair (CEE); Jennifer Tsai (ISE Advisor); Andrew Davidson (HCDE); Jim Ritcey (ECE), Valerie Daggett (BioE); Shan Liu (ISE); Ruth Anderson (CSE); Sawyer Fuller (ME); Dwayne Arola (MSE);

**Members absent:** JK Yang (AA); Rene Overney (ChemE); Brian Fabien (Associate Dean, Academic Affairs);

**Guests:** Mike Engh (COE), Virginia Vacchiery (COE), Julia Shettler (COESAC), Shanai Lechtenberg (COE), Ed Connery (AA); Scott Winter (COE)

---

**Review of Minutes**

- *May 7 - APPROVED*
- 

- **Programs**

- *HCDE (Data Science option) – course requirement change*
  - *APPROVED*

- **Old Business**

- **New Business**

- *Syllabus guidelines from FCAS*
  - Plan to convene subcommittee in Autumn that will develop a syllabus template for departments
  - Purpose is to provide guidance to departments and streamline proposal approval process
- *Review of policy on VLPA credit for first-year language courses*
  - Question raised about COE's policy around first-year language courses counting for VLPA credits. Currently, COE students can only receive VLPA credit for the third course (usually 103) and higher of language student, but not for the first or second course (usually 101 and 102).
  - This policy is different than other units. Arts & Sciences and several other units count the first three courses toward VLPA if a student takes the third course.
  - Some languages have had their first and second courses approved in the catalog to count for VLPA credit by demonstrating that their courses teach language arts beyond practice language skills, including Latin, Greek, and German. COE



COUNCIL ON EDUCATIONAL POLICY

Meeting Minutes: May 21, 2019

3:30 PM, Loew 355

advisers currently have to remove the VLPA credit in the degree audit system since COE policy does not allow VLPA to be awarded for those courses.

- A concern was raised about language courses that are transferred from other institutions that count for VLPA credit even though the course may not meet the requirements for VLPA credit.
- COE's policy was informed by an ABET guideline that has since been removed
- CEP confirmed decision to not award VLPA credit for first and second language courses even if the courses have a VLPA designation in the course catalog
- CEP will plan to convene a subcommittee in Autumn to explore this issue further
- *Departmental grading policies*
  - *TABLED*
- *Student grievance policy proposal*
  - Discussion of need for clearer guidance for students about avenues for addressing complaints and grievances and instructions on how to access them
  - A website from the College of Education was shared as a possible guide for this
- *Review of CEP membership for 2019-2020*
  
- **Adjourn**

*Spring Quarter meetings: June 4*

COUNCIL ON EDUCATIONAL POLICY  
Meeting Minutes: May 21, 2019  
3:30 PM, Loew 355