

The University of North Carolina at Chapel Hill
Annual Report of the Educational Policy Committee to Faculty Council
April 13, 2012

Membership:

Andrea K. Biddle (Chair, Health Policy and Management; At-Large, 2014); Jennifer Coble (Biology, At-Large, 2014), Chris Derickson (University Registrar, ex-officio);; Susan Havala Hobbs (Health Policy and Management; At-Large, 2012); Julie Justice (Education; At-Large, 2013); Susan Klebanow (Music; At-Large, 2012); Bobbi Owen (College of Arts and Sciences; ex-officio); Andrew J. Perrin (Sociology; At-Large, 2012); Theresa Raphael-Grimm (Nursing, At-Large, 2014), Michael Salemi (Economics; At-Large, 2013)¹; Lily Roberts (Undergraduate Student, 2012); Jay Smith (History; At-Large, 2013); Jim Grinias (Graduate Student, 2012).

Meetings:

The Educational Policy Committee (EPC) met monthly: August 31, September 28, October 26, November 30, January 25, February 22, March 21, and April 25, with an introductory/orientation meeting on May 4, 2011. The October and February meetings were cancelled due to lack of agenda items. Meetings were 75 minutes in length and held from 9:15-10:30 a.m. in 3020 Steele Hall. A future meeting to plan for membership and leadership transition is proposed for May 2, 2012. Minutes of meetings are posted on the EPC Sakai site.

Committee Charge:

“The committee is concerned with those matters of educational policy and its implementation as to which the Faculty Council possess legislative powers by delegation from the General faculty under Article II of the Code. The committee’s function is advisory to the Faculty Council... (article 4.6, Faculty Code of University Governance).”

Summary of Activities:

During the 2011-2012 academic year, the EPC considered the following topics or took the following actions:

- 1.) Reviewed and Adopted of the Federal Definition of the Credit Hour. New rules adopted by the Southern Association of Colleges and Schools (SACS) in June 2011 require that UNC affirm that: (1) we are in compliance with the Department of Education’s new credit hour policy, (2) we have our own internal processes/procedures for monitoring adherence to that policy, and (3) we apply equivalent standards to our distance education courses. UNC’s March 2012 SACS accreditation mid-term report requires the institution to document the implementation of their standards. The Faculty Council approved the definition (Resolution 2012-1) at its February 10, 2012 meeting.
- 2.) Reviewed and endorsed report from the joint EPC/Committee on Student Conduct (COSC) subcommittee to analyze results of faculty Honor Court survey conducted during Spring 2010. Passed resolution recommending that reforms be implemented immediately, without waiting for further action by the task force to be formed by Chair Boxill, namely:
 - a. Revive and reinvigorate the Faculty Honor System Advisory Committee charged to provide advice and guidance to the judicial officers in the system;

¹ Professor Salemi will retire 6/30/2012 and has resigned from the EPC effective 6/01/2012. His remaining term will need to be filled by an alternate from the 2011/2012 elections.

- b. Funding for the Honor System come from a separate budget line item and be removed from the catch-all "Activities" category in the Student Fees collected by the University each year;
- c. Improve communication between Honor System personnel and faculty, so that faculty members are kept fully informed of their rights and prerogatives and fully abreast of developments in cases that concern them. Training documents and procedures should be altered to reflect the priority of clear communications; and
- d. Convert faculty COSC membership into an elected office, to be included in the annual ballot for faculty elections,

Report made by Professor Smith to the Faculty Council at its October 14, 2011 meeting.

- 3.) Reviewed and approved degree hierarchy guidelines proposed by Sr. Associate Dean Owen. Historically, there has been an informal understanding about which degrees supersede others on the transcript. With the use of Tar Heel Tracker, it became essential to develop guidelines for the order of precedence. The following principles hold. First, if a student is admitted into a professional school, that degree is listed first and an Arts & Sciences degree is listed second. Therefore, a Bachelor of Science (BS) always takes precedence over Bachelor of Arts (BA) degree (because of concentration of courses within major). Because UNC does not award two degrees, the second degree is described as a second major. In the case of a student who fulfills the requirements for two BS degrees, it has been agreed that a degree in business comes before SILS (those schools have agreed). See Appendix 1 for additional detail.
- 4.) Reviewed and adopted revisions to the regulation on Grade Appeals published in the *2011-2012 Undergraduate Bulletin*. The language of the second bullet point under grounds for appeal was revised to make its language congruent with the University's Policy on Prohibited Harassment and Discrimination. The Faculty Council approved Resolution 2011-8 at its December 9, 2011 meeting.
- 5.) Evaluation of the Priority Registration system is in progress with a report to be presented to the Faculty Council at its September 2012 meeting.
- 6.) Presented Resolution 2011-6 On Amending the Final Examination Regulations pertaining to Online Courses at the November 18, 2011 Faculty Council meeting. The Resolution, with a minor amendment, was adopted by the Council. Details discussed in 2010-2012 EPC Report to Faculty Council. Briefly, the resolution changed language governing time of day and location for undergraduate courses offered entirely online or via other distance modalities and for self-paced courses; Requirement that final exams be held during the scheduled final exam period is waived for self-paced courses.
- 7.) Considered a request to review the Pass/D+/D/Fail option of the Undergraduate Grading System. The Office of Undergraduate Curriculum received a request from the School of Education (SOE) to revise the text currently included in the Undergraduate Bulletin regarding the maximum number of credit hours an undergraduate can take for Pass/D+/D/Fail in a current semester, which is established as 11 hours per semester. The SOE offers EDUC 569: Student Teaching Internship as a 12-hour PS/F course, which is not aligned with the current undergraduate policy. Considerable discussion ensued among the committee members with no agreement on the policy change. Concurrently, the task force reviewing independent study courses has been working on proposed changes to the same policy. The EPC will take up this matter once the proposed change is presented, likely during early 2012-2013.
- 8.) Considered and discussed a proposal by the Office of Disability Services to adopt a

policy statement on non-discrimination with respect to instructional media. Director Kessler described the process by which his office converts written materials to accessible form. The process is labor- and time-intensive and may result in students not having materials read when faculty expect them to have done so. The proposed policy would require adoption of textbooks that are available electronically. EPC members are concerned that faculty members would be prevented from using classic documents or books that are not available in electronic form. Substantial discussion ensued but the proposal was tabled until the Faculty Council discussion of textbook policy in Spring 2012; discussion will continue at the April 25, 2012 meeting and is likely to extend into the 2012-2013 academic year.

- 9.) Reviewed and approved Registrar Policy Memorandum on Retention of Course Waiting Lists. Currently waiting lists are purged approximately 10 days before the start of classes and right after course cancellation for non-payment occurs. Several faculty members have requested that the lists be retained and active until the last day to add classes during each semester (i.e., 5th day of the term). The new policy “allows enrollment from the waitlist to continue until the last day to add, with the following conditions: (a) waitlists are to have a maximum capacity of no more than 5 spots or 10% of the total seats in the class, whichever number is higher; (b) courses with restrictions (by major, class level, etc.) should not have waitlists. At a minimum, any restrictions should be removed from these classes one the cancellation date has passed; and (c) the existing waitlists will be closed on the cancellation date so that no new students can sign up for a waitlist, but the enrollment from the waitlist processing will continue until the add date, meaning that the waitlists will continue to diminish throughout these two additional weeks.” This policy will become effective for the Fall 2013 term. After the enrollment period for that term, the Registrar will evaluate the effect of the policy change and report to the EPC
- 10.) An EPC workgroup (Havala Hobbs, Owen, Salemi, Raphael-Grimm, and Klebanow) met to discuss extant UNC policies on course syllabi and to review sample templates. The subcommittee has created a syllabus template that is being pilot-tested by work group members in their Spring 2012 courses. As well the group has drafted proposed language for an updated policy including recommendations for retention and dissemination. A full report (including next steps) will be delivered to the EPC at its April 25, 2012 meeting, and will be shared with Faculty Council during the 2012-2013 year.
- 11.) Considered and discussed a faculty concern about students being required to post content on publicly-accessible websites and mandatory blogging. Specifically, there were concerns about the appropriate use of social media in classes and the potential risks or complications for students resulting from such participation. A variety of suggestions were made as to what groups on campus might be involved in a discussion of the matter, including the Center for Faculty Excellence, Faculty Council, Office of University Counsel, etc. The EPC will discuss the matter at its April 25, 2012 meeting and the discussion will be shared with the Faculty Council during the 2012-2013 year.
- 12.) Reviewed and approved request for modification of transcript remark from “Public Service Scholar” to “Buckley Public Service Scholar.”

Appendix 1-- Degree Hierarchy

- Two professional school degrees:
 - **BS degree and BA degree combinations:** *BS degree trumps BA degree*
 - First major: BS in Business Administration
 - Second major: BA in journalism
 - Degree awarded: BS in Business Administration with a second major in Journalism
 - **Two BS degrees:** *Student's choice unless the schools have an agreement about which degree takes precedence.*
 - SILS and Kenan-Flager: The BS in Business Administration degree trumps the BS in Information Science degree.

- Professional Schools and the College of Arts and Sciences:
 - **Professional school degrees trump degrees in the College of Arts and Sciences.** *This holds even if the professional school major is attached to a BA degree and the CAS major is attached to a BS degree:*
 - First major: BA journalism
 - Second major: BS chemistry
 - Degree awarded: BA in journalism with a second major in chemistry

- Within the College of Arts and Sciences:
 - **BS degree trumps BA degree.**
 - **BMUS and BFA degrees trump the BA degree.**
 - **BS, BMUS, and BFA degrees are equal.** *In the rare case in which a student completes the BS and BMUS, or the BS and BFA, or the BMUS and BFA, the student may select which degree takes precedence.*

Revised May 2011, Approved by EPC August 21, 2011