

**Education Policy Committee Meeting Minutes**  
**DATE: November 5, 2021**

Faculty/Staff Members: Alyson Dearie, Eric Edlund, Margaret Gichuru, Christina Knopf, Abby Thomas, Jeff Walkuski, Chris Widdall

Student Members: none

Ex-Officio Members: Holly Doty, Carol Van Der Karr

Guests: Darci Contri

Members Absent: Lindsey Darwin, Maaike Oldemans

Topic	Comments/Discussion	Action
<b>Approval of minutes</b>	Review of minutes from 10/22/2021	Minutes approved.
<b>General discussion</b>	<p>Welcomed guest – Darci Contri, Director of Extended Learning            Darci presented information on micro-credentialing and what that means a Cortland.</p> <p>Discussed faculty course load impact, compensation, sustainability, faculty interest, and policy guidance.</p> <p>This was brought to EPC to discuss developing policy on creating micro-credentials at Cortland. Carol Van Der Karr’s suggestions for policy to include: nomenclature, structure, elements required to create a micro-credential, and process for getting it approved. Holly Doty’s suggestions for policy to include how will micro-credential be documented and tracked.</p>	Next meeting on 11/19/21 form a small sub-committee to look at policies for micro-credentials at Cortland.

<b>Old business</b>	Reviewed SGA recommended revisions. SGA submitted 4 comments for revisions. Committee looked at the SGA comments individually and made decisions on all 4 comments.	Committee unanimous decisions.  Sec 304.03 Part 1 B – accept SGA revision Sec 304.03 Part 2 E – reject SGA revision Sec 304.03 Part 2 M – reject SGA revision Sec 350.02 Sec A 1 – accept SGA revision
	Chris Widdall suggested a new revision in Section 340.03 H.  Revision was to remove “program coordinator” from section about who receives an official notification.  Committee discussed revision.	Committee decided Eric would reach out to Andrea Lachance and the associate deans for clarification about this revision and make final changes to the document .  EPC unanimously decided to send final document out for vetting.
<b>New business</b>	Update from Holly Doty and Abby Thomas regarding course reset policy. Challenging to upscale it at this point and process is complicated. Suggested to give the policy some time before expanding it.  Discussion on EPC needing to update faculty senate that we are continuing to look at the policy and the need to hold on expanding the policy for the time being.	Abby and Tom will draft a statement from EPC for faculty senate. This statement will be brought to faculty senate by the end of the semester.
<b>Action items (to-do list)</b>	Eric will check with Andrea Lachance and associate deans on suggested revision in Section 340.03 H.  Eric will email EPC committee about the conversation he has with Andrea Lachance and associate deans.	
<b>Adjourned</b>		Meeting adjourned at: 11:02 am
	Respectfully submitted by Alyson Dearie, 11/5/2021	

**Note on file naming convention:** Please save these minutes as **EPC-minutes-<year>-<month>-<day>.docx** so that they will be automatically ordered in the file folders. For example, if a meeting took place on April 1, 2021 then the file name would be **EPC-minutes-2021-04-01.docx**.