EDUCATIONAL POLICY COMMITTEE MEETING

Friday, December 20, 2013

2:00-4:00 pm

CBS Dean's Conference Room, 123 Snyder Hall

**St. Paul Campus**

AGENDA

**Present:** James Cotner, Mark Decker, Salman Ikramuddin, Fumiaki Katagiri, David Kirkpatrick, Nikki Letawsky Shultz, Jane Phillips, Leslie Schiff, Paul Siliciano, Jean Underwood, Stefanie Weisneski, Robin Wright, Sue Wick

**Absent:** Paul Siliciano, Katherine Kelsey, Taylor Boyle, Rogene Schnell

1. Approve minutes from November 22, 2013 meeting
	* Approved.

2. Old Business

Continued discussion of the Molecular Biology course (Paul and David)

The plan is to pilot the new course in fall 2014 and spring 2015 semesters but not become a required course until Fall 2015. During January/February 2014 work will be completed to further develop the course and present it to EPC for approval. Since it’s a BIOL designator, EPC serves as the departmental approver, too. It was decided that there should be a course coordinator who will facilitate communication between the faculty who teach the course which will provide continuity between sections. This new course will be taken after Foundations and before students enroll in other CBS core courses. In fact, it will become an enforced pre-req for upper division core CBS courses. NAS students will be required to take this course. It will be a competency-based course and students will be allowed to repeat it once in order to pass it. What is taught in Foundations will inform what is taught in the new Molecular Biology course.

There will be five sections, two taught in the fall, two in the spring and one during summer session. Each section will be team taught by two professors representing different fields in biology. It will be proposed as a two-credit, half semester course, taught three times per week. This may provide opportunities for other half-semester courses to be developed that could be taken in conjunction with the new Molecular Biology course.

A communication plan needs to be developed to inform students, advisers and CBS faculty of this new course. This may include email, group meetings, etc. In addition, colleges and advisers outside CBS must be included in the plan.

Questions yet to be decided include:

When does GCD and BioC switch their syllabi to eliminate what will be taught in the new course?

Which students will be affected by the new requirement? What is the effective date for enforcement and how will students who are already in upper division courses be affected?

Will there be study rooms or will SMART commons be utilized for tutoring assistance?

How will the course be taught? It could be a range of teaching methods i.e. active learning, lecture, online or a mixture of styles.

3. New Business

Discussion of plan to develop a Department of Biology Teaching and Learning (Jane, Mark, Robin)

A Dept of Biology Teaching and Learning has been in the works for many years. Dean Elde’s plan would be for it to become effective July 1, 2014. Faculty/staff currently in the program would keep their appointments plus other faculty would be invited to join the department.

The next few months will be spent building the case for Provost approval. There’s no set policy on how to add a new department. CBS department heads are supportive. The quality of work in CBS regarding the scholarship of teaching and learning that’s been done over the past 10 years allows the college to be on the cutting edge in this area.

Included in the department would be the Biology major, first year programs (NOL), K-12 outreach, graduate education in STEM education which would bring together related efforts under one umbrella. Like the Biology Program currently is, this department would also be the home for physiology teaching, Foundations, non-major courses, and orphan courses that are not attached to one of the other CBS departments. The department would offer seminars/short courses related to teaching and learning and provide TA training.

There would be both tenured faculty and teaching faculty in the department. Tenured faculty in existing departments can apply to move into this new department. Existing Teaching Professor positions would continue although, over time, the expectation would be that some new faculty lines would be added and that the current Teaching Professors would be encouraged to apply for these, if appropriate. This would be revenue neutral proposition but faculty lines could be diverted from their current departments. Papers, grants, and seminars would be expected by the department as they are by other departments in CBS.

4. Announcements

Assessment update - Majors courses are being analyzed and midterm and final exams are being coded. EPC will look at the data and then decide how to report data to faculty. Individual instructors will have access to their results but care will be taken about how other results are shared.

Foundations will be using Pearson’s *Mastering Biology*. Questions can be coded to the Student Learning Outcomes. Students will be given a pre-test and post-test they’ve taken courses. The first report due in June.

There’s a Salary Equity Study being done amongst faculty – tenured faculty.

NSF Grant – Improving undergraduate STEM education is being written/submitted. The idea is for students to take the foundations lab over an entire year that will consist of a boot camp, developing hypothesis, and conducting research. Two faculty would be the intellectual leaders, more advanced students would mentor new students and new students could mentor non-science students as well as K-12 students. Grant is due February 1st. They had to limit this idea based on the direction the grant proposal took, so no Google Doc was created.

Merger Task Force Discussion – General discussion about ways in which various groups within CBS and CFANS had been consulted about a possible merger. The Merger Task Force will make their recommendations in January with a final decision made in May 2014.

Career Advising - Discussion of desire to bring CSE Career Services and Student Services Pre-Health Advising (Lisa Novack) to talk with EPC about services to CBS students