

Tuesday April 13, 2021

Educational Policy and Planning Committee Meeting

Present: Chair, Jarrod Hanson, SEHD; Vice Chair, Jimmy Kim, Engineering; Secretary, Rachel Stott, Library; Inge Wefes, Graduate School; Jing Zhang; Business; Tod Duncan, CLAS; Matthew Shea, College of Architecture and Planning; Wendy Bolyard, School of Public Affairs; Christopher Merkner, CLAS; Bryan Wee, CLAS; Dennis DeBay, SEHD;

Absent: David Liban, College of Arts and Media.

1. Call to order
2. Approval of [minutes from March 2021](#)
 - a. Motion to Approve: Dennis DeBay motions to approve; Wendy Bolyard seconds
 - b. Minutes Approved (with two abstentions)
3. Updates
4. Consider what policies should be revisited (either short term or long term) as we move to next phase of COVID.
5. What were the experiences around faculty evaluation/merit review? Use of FCQs? Differentiated workloads? What changes do we need to advocate for now related to next year's review cycle? What changes need to be considered on a more permanent basis?
 - a. Shared our experiences with COVID-related changes to evaluation process and possible implications for future evaluation cycles.
 - b. Concern for Fall 2021 around how course formats (in-person, hybrid/hy-flex, online) decisions are being made (individual faculty members or departments or Colleges, etc.)
 - c. Fall 2021 will be another transitional period (from mostly online to mostly in-person); transitions present challenges for students and course instructors
 - d. Broader supports need to be in place for return to campus (not necessarily related to the pandemic)
 - e. Would it be useful to look into a process that would make workload differential adjustments easier?
 - i. A lot of service burden has been placed on IRC faculty.
 - ii. Does workload differential just represent how your evaluation should be weighted, or should it also be a reflection of your time?
6. What other policies under the purview of EPPC should be examined and possibly adjusted as we consider what the 2021-2022 academic year will look like?
 - a. Educational policy around requiring students to be vaccinated to return

- b. The extent to which faculty will be asked to make accommodations for students who don't want to come to campus for an in-person/hybrid course
 - c. Are faculty expected to be back on campus for the day-to-day activities (meetings, outreach, etc.) outside of teaching responsibilities
 - i. If we're doing hy-flex models for students, that should be a consideration for faculty, as well
 - ii. Possibility of an official remote work policy coming (there is a working group through faculty assembly addressing this for the Denver campus)
7. Campus syllabus policy ([Policy 1031](#))
- a. Syllabus Requirements
 - i. Include modality
 - ii. Do all instructors have a university-supplied phone number? If not, should this be required?
 - iii. Standing office hour link that remains static through semester
 - iv. Accessibility requirements around file format of syllabus itself
 - v. Is "overall" the best word to describe course learning outcomes? Some are written with accreditation requirements in mind.
 - vi. The specificity of what's under Course Goals/Outcomes could be better defined
 - vii. General language gives flexibility to course instructors
 - viii. Should some of the standard campus policies that are listed in a syllabus (boiler plate stuff) be kept in a separate place (accessible to all) rather than being in every syllabus?
8. Consider the points raised in the opening discussion at last month's meeting (see minutes for details)
9. Discuss what is non-negotiable in the syllabus policy. There are no apparent system restraints nor requirements related to HLC accreditations. At this point, waiting to hear from the Provost's office what they view as essential.
10. Consider variation in syllabus function and the different policies across units. To what extent does that require flexibility
11. In what ways should the syllabus policy be informed by diversity, equity and inclusion.
- a. Consider having someone from CETL or Accessibility Office come to meeting to talk about ways to format things for accessibility/best practices
 - b. It does not currently include a Diversity Statement
12. Looking ahead to elections at our next meeting
13. Adjournment

EPPC information including agendas and minutes is available on the UCD website at http://www.ucdenver.edu/faculty_staff/faculty/assembly/downtown/committees/Pages/Educational-planning-and-policy.aspx