

**JOHN CARROLL UNIVERSITY**  
**UNIVERSITY COMMITTEE ON EDUCATIONAL POLICIES**

Nick Santilli, Todd Bruce, Barbara D'Ambrosia, Eddie Carreon, Rebecca Drenovsky,  
Margaret Farrar, Rick Greci, Angela Krueger, Jim Krukones, Kathleen Manning, Al Miciak,  
Michelle Millet, Maryclaire Moroney, Al Nagy, Catherine Sherman

January 17, 2018  
9:00 a.m.; Faculty Lounge

**NOTES**

Present: N. Santilli, T. Bruce, E. Carreon, R. Drenovsky, M. Farrar, R. Greci, A. Krueger, J. Krukones, K. Manning, A. Miciak, M. Moroney, A. Nagy, C. Sherman

N. Santilli welcomed everyone to a new calendar year and new semester. He explained that A. Krueger would be succeeding M. Hendren as co-chair of the committee; and, that C. Sherman had also been appointed a co-chair.

After the approval of the minutes of the meetings of October 25 and November 8, 2017, N. Santilli reviewed the committee's consideration of software for the *Undergraduate Bulletin*. The Acalog system produced by the Digarc company is pricey. For that reason, A. Krueger will seek out other options, making use of a couple of her contacts. N. Santilli said that the competition would benefit us in the end. He also suggested that we need to work more often in smaller subcommittees that would then report back to the main group.

The committee next turned to the Faculty Council's responses to its proposal "designations," which the FC found satisfactory. (N. Santilli, C. Sherman, and A. Krueger had attended the last FC meeting to collect responses to the proposal designations.) N. Santilli would like to announce the posting process as soon as possible. There was a general consensus that a 30-day limit for comment on the proposals seems appropriate. C. Sherman suggested the need of a timeline template for successfully moving a proposal to acceptance. It was asked what would happen to other policies. N. Santilli said that he would take them to the University Committee on the Student Learning Experience, while others were bound for the Committee on Academic Policies and a general faculty meeting.

C. Sherman said that the Faculty Council had recommended that the proposal regarding the Bulletin of entry be sent to department chairs. This elicited concern that the proposal might result in an unending discussion. A. Miciak stressed that any policy must protect students while at the same time allowing flexibility to departments. M. Farrar wondered whether we needed to do more work on the proposal, in the process anticipating problems chairs might have with it. A. Krueger said that there has to be a process by which to inform the Registrar's office of changes; in the past, the lack of communication has resulted in confusion on the part of students. C. Sherman said that she will work something up with the help of a smaller group and bring it to the next meeting. N. Santilli noted our need to be aware of credentialing issues as well. C. Sherman asked whether, for proposals greenlighted by the Faculty Council, N. Santilli and T. Bruce would send out an announcement or post the information to a webpage. N. Santilli said that the process developed by Human Resources ought to be used to gather reactions.

N. Santilli then asked about topics that had been tabled. M. Farrar mentioned policies affecting transfer students and suggested a discussion involving Stacey Love. T. Bruce brought up the open period proposal. M. Moroney recalled that Marty Hendren had been concerned about facilities logjams caused by scheduling. R. Drenovsky noted that the Registrar's Office seems not to have the power to forbid departments from piling up courses during certain time periods. N. Santilli remarked that we need a broader conversation about scheduling, including the way in which it affects extracurricular activities. He suggested that UCEP might be able to provide some relief. He also said that we need to review the summer schedule as well as online and hybrid courses and asked that volunteers form a small group to consider these matters. R. Drenovsky cautioned against overscheduling lab spaces, noting that additional time is necessary for setting up lab sessions. N. Santilli suggested that Carol Dietz provide the committee with her view of the situation. C. Sherman proposed that she and A. Krueger organize several of these items as action steps to which volunteers would be attached.

A. Krueger noted that E. Brown's class schedule prevents him from attending committee meetings this semester. N. Santilli suggested appointing a replacement by consulting with the Student Union. R. Greci asked about Banner options (involving titles and personal pronouns) that will take effect in the updated program and wondered whether we are prepared for those changes. N. Santilli thought that we might want to bring in John Sully to review the situation.

The meeting concluded at 9:55 a.m.

Notes recorded by J. Krukones