

## CEPP Minutes of September 24, 2002

Present: Pat Fehling (chair), Ray Rodriguez, Hugh Foley, Chuck Joseph, Andy Kirshenbaum, Pat Oles, Amelia Rauser (scribe), Paty Rubio, Gordon Thompson, John Brueggeman

1. Approval of minutes from 9/17/02. We agreed not to bring hard copies of minutes in the future; email will suffice.
2. Announcements:
  - A. Website: HF has taken charge of the CEPP website; he welcomes suggestions. PF and JB will supply him with minutes from the last two years' meetings for electronic archive on the site.
  - B. Email list: Be aware that CEPP-list includes members beyond those who sit at the table for meetings. Those recipients will be asked by PF to respect the privacy and provisional quality of email discussions on the list.
  - C. Coming attractions: PF asked CEPP to review pages 136-137 in the faculty handbook to prepare for one future issue; another will involve revisions of faculty evaluation forms.
  - D. New York Times article: PF circulated an editorial about US News rankings as an item of interest.
  - E. GAC report: This is an advisory committee to the Dean of the Faculty consisting of the chairs of CAPT, CEPP, CC, FPPC, CAFR, and CFG which met recently; this group promises a dialogue on common issues, as well as help in eliminating redundancies in committee work.
3. Distance/ On-Line Learning. JB circulated for discussion revised guidelines for accepting on-line courses as transfer credit for Skidmore students. These guidelines address only the issue of transfer credit and not the other many facets of distance education. Discussion ensued. There was general agreement with the approach taken to the issue and with the content of the points outlined. Suggestions included:
  - Removal of "guidelines" from the title, since the document empowers chairs to ask certain questions rather than laying down the law about what to accept;
  - Adding a clear CEPP policy statement in the opening paragraph;
  - Clarifying the purpose, use, and audience for the document in the opening paragraph (i.e., it is a set of questions for chairs to consider as they make a judgement about whether to accept the course);
  - Adding information about which aspects of the course the Registrar would have already vetted;
  - Noting that such questions as CEPP offers here are valid to be asked about any transferring course.

A new issue was raised by PR about the duration of contact that was necessary for the on-line experience to count as a course. How might NY state regulations and our own policies on contact time, semester hours, etc., be relevant to distance learning experiences? All agreed that this was an important issue that had not been sufficiently considered.

Action Plan: JB will incorporate the suggestions above into the document and circulate it to other relevant constituencies for comment and endorsement, including