

Committee on Educational Policies and Planning Minutes  
May Retreat  
16 May 2017

In attendance: Erica Bastress-Dukehart, Beau Breslin, Cathy Hill, Kelly Sheppard, Marta Brunner, Henry Jaffe, Sarah Coker, Janet Sorensen, Steve Ives. Visiting from Curriculum Committee: Larry Jorgensen and Xiaoshuo Hou.

- 1) Welcome to new CEPP members Steve Ives and Saleema Waraich (Saleema was unable to attend this meeting).
- 2) The minutes from 4 May 2017 were approved.
- 3) Larry Jorgensen, the outgoing chair of Curriculum Committee, and Xiaoshuo Hou, incoming chair of Curriculum Committee visited CEPP to discuss the issue of certificate programs. Curriculum Committee has received requests to consider proposals for introducing certificate programs as a part of our curriculum and, as there is no precedent for these programs at Skidmore, Larry and Xiaoshuo have come to counsel with CEPP. Some questions emerged during the discussion:
  - What might certificate programs at Skidmore look like?
  - What boundaries should be placed on what Skidmore would allow within a certificate program?
  - What effect would the certificate program have on the major and minor traditional track? For example, certificate programs would appear on transcripts, whereas minors would not.

CEPP members expressed a variety of thoughts about certificate programs and about introducing them to Skidmore's curricular structure. Two different models were discussed – a proposal from a department and a proposal from an academic program that does not offer a major or a minor. CEPP members also discussed certificate programs they knew of at other institutions that offered skill based training in a very specific context such as coding or management and business skills. CEPP acknowledged that there are trends in higher education where institutions offer certificate programs to meet the demand for a less expensive, more streamlined education within a very specific skill set. These trends are growing in popularity, and CEPP considered whether or not it was useful to define our own signature certificate programs now, or if certificate programs are not consistent with our academic vision.

CEPP and the chairs of Curriculum Committee also discussed that the certificate programs would serve both matriculated and non-matriculated students.

Ultimately, CEPP decided to convey to the chairs of Curriculum Committee that more discussion is necessary before certificate programs become Curriculum Committee purview. Erica will contact Larry to ask him to hold action on Certificate program proposals until CEPP has had additional discussions about the broader issues involved.

- 4) Discussion about establishing the stake holder groups for the new curriculum:
  - Composition of the groups – would be good to have a member of CEPP and a member of Curriculum Committee on each of these groups.

Discussion about workload – concerns from Curriculum Committee that there would be significant demands on their membership, not to mention that three out of five members of their committee are new in the fall and would require an orientation to function effectively as a representative.

- Period of service: CEPP imagines the stakeholder groups existing for one semester, at most for one year.
  - Questions about what point in the process the Curriculum Committee members should join the group: beginning, middle, or end?
  - CEPP will convene stakeholder groups, and will talk with FEC to let them know this is what we are planning.
  - Tasks for Stake Holder Groups:
    - Learning Goals
    - Mechanism for approval
    - Criteria for Assessment
  - Selection of Stake Holder Groups: Need diverse groups– student, staff members, CEPP member, CC member, and others who have an interest in participating.
- 5) Approved the name change for Latin American Studies. Will announce at Faculty meeting in the fall.
  - 6) Discussed the CEPP presentation at the May 18<sup>th</sup> Trustees Meeting. Presentation will occur 15 minutes before lunch, then CEPP members will sit at tables with Trustees and discuss the question “What are the skills or lessons that students need to carry into the workforce in order to be successful in your profession?”
  - 7) The retreat adjourned at 3:00 p.m.

Respectfully submitted by Janet Sorensen