

Committee for Educational Policies and Planning  
Annual Report 2018-2019

**Function:** To recommend to the faculty and administration short and long-range educational plans for the College and thus be instrumental in clarifying, improving and changing major policies and educational procedures; to evaluate Skidmore's present practices and goals.

**Membership**

2019 Marta Brunner, Library, untenured  
2021 Riley Filister, '21, SGA student representative  
2020 Steve Ives, Health and Human Physiological Sciences, untenured  
2021 Bina Gogineni, English, untenured  
2020 Patricia Hilleren, Biology, tenured  
2021 Feryaz Ocakli, Political Science, tenured  
Cerri Banks, Vice President for Student Affairs  
Michael Orr, Vice President for Academic Affairs, Dean of Faculty  
Crystal Moore, Interim Faculty Director of Assessment (fall only)  
Peter von Allmen, Faculty Director of Assessment (spring only)

CEPP met 24 times during the 2018-2019 academic year. Individual members of CEPP also facilitated periodic meetings in the fall semester with the Bridge Experience subcommittee and the Senior Coda subcommittee. The co-chairs of CEPP are also members of the Institutional Policy and Planning Committee and the Advisory Committee on Off-Campus Programs.

**General Education Curriculum Implementation**

- Worked closely with Curriculum Committee (CC) to address outstanding questions regarding criteria for the new requirements
  - Bridge Experience: subcommittee convened to address CC questions and concerns. CEPP made a recommendation to the DOF to appoint a temporary Bridge Experience director to approve the inaugural round of syllabi and answer faculty questions regarding the new requirement.
  - Senior Coda: a subcommittee met to clarify CC questions, resulting in minor revisions to the criteria.
  - Language Study: a working group of stakeholders led by Associate Dean Ron Seyb worked over the course of the year to resolve questions related to the mechanisms by which English-language learner students could fulfill the Language Study requirement in English.
  - Global Cultural Perspectives: the 2017-2018 subcommittee responded to queries from Curriculum Committee.
- In the Major literacies – handed off to Dean of Faculty's office with assistance from Amy Tweedy, Institutional Effectiveness; workshops were held during fall semester for faculty.

## **Quantitative Student Evaluation of Teaching (qSET) Assessment**

- CEPP brought Dr. Ginger Clark (University of Southern California) to campus to share her institution's efforts to rethink their own student evaluations and methods for assessing teaching effectiveness.
- Steve Ives led CEPP's effort to partner with Joe Stankovich (Office of Institutional Research) to analyze 5 years' worth of qSET data. Ives provided information on the process developed by CEPP to conduct the assessment on December 17<sup>th</sup> via email and an update on the process was presented at the April 5<sup>th</sup> faculty meeting. The preliminary findings were presented at the April 26<sup>th</sup> faculty meeting. CEPP will facilitate faculty discussions of the qSET data analysis and its implications in Fall 2019. CEPP will look to collaborate with ATC and PC on developing potential strategies for revising the qSET and/or its use in accordance with concerns revealed in a survey of the faculty.
- ATC/PC chairs raised a concern regarding the turnaround time for the quantitative and qualitative evaluation forms between fall and spring semester. CEPP co-chairs met with Institutional Research (IR) to understand the current process involved in producing qSET results and to determine whether there are any viable ways to accelerate the turnaround time. We determined that IR's process for producing and disseminating the qSET forms to classes, as well as processing, analyzing, and distributing the results are dialed in about as tightly as they can be. While it may be possible to get results to faculty a bit earlier by making a few minor changes, the time saved may not be significant enough to enable faculty to make changes in spring semester on the basis of feedback received on fall courses, but should be explored further.

## **Other Business**

- CEPP endorsed the 2020-2021 Academic Calendar. This process surfaced the need to create a clearer campus policy regarding accommodations for religiously observant students. CEPP is partnering with Parker Diggory, the Director of Religious and Spiritual Life, on this matter.
- SGA asked CEPP to review the scheduling of Fall Study Day, namely to consider moving the day earlier in October to avoid creating a long weekend near/on Halloween when binge drinking tends to spike, and to consider changing it to a different day of the week so that the day will be more likely to be used for studying. Because we took up the matter when 2019-2020 Academic Calendar was already approved and the 2020-2021 Academic Calendar needed to be approved promptly, any decision on this matter was postponed for the following academic year.
- Marta Brunner worked with Andy Camp in Communications and Marketing to migrate CEPP website content to a newly designed website: [www.skidmore.edu/cepp](http://www.skidmore.edu/cepp). The migration project is continuing into the summer. Once completed, the former CEPP web pages will be decommissioned.
- The CEPP operating code was updated.
- CEPP was asked by a faculty member to review the policy on the creation and elimination of interdisciplinary minors. CEPP will work with Curriculum

Committee in 2019-2020 to clarify the Faculty Handbook language regarding processes related to creating, overseeing, evaluating, and dissolving such minors and perhaps create a Minor Proposal Form that would help to document the stakeholders consulted in the process, structures to be put in place to oversee the minor, etc.

- CEPP revisited its 2017-2018 discussion of certificate programs. No further action was taken though the topic may be taken up again in 2019-2020.
- Assessment: Peter von Allmen, the Faculty Director for Assessment asked to clarify CEPP's role in Academic Affairs assessment activities. Clarifying language was added to the CEPP operating code.
- CEPP was asked to review a proposal brought by campus administration to confer honorary degrees in memoriam for deceased members of the Class of 2019. CEPP endorsed the proposal.

Respectfully submitted,  
Marta Brunner, CEPP co-chair  
Steve Ives, CEPP co-chair