

UNIVERSITY OF PITTSBURGH  
Senate Educational Policies Committee  
March 23, 2012  
Meeting Minutes

**Present:** Amy Aggelou, Jessica Brand, John Close, Bonnie Falcione, Burhan Gharaibeh, Kathy Kelly, Juan Manfredi, Jay Rajgopal, Alberta Sbragia, Alex Zimmerman  
Dave Carmen (guest); Ralph Hertel, Registrar (guest); Ryan Mahramas (guest)

**Excused:** Debbie Miller

**Call to Order:** The meeting was called to order at 2:35 PM. The minutes from the February meeting were approved.

**New Business:**

**1. New Business:**

University Transcript updates: Representatives from the University Registrar's Office attended the meeting to provide an update re: changes to Pitt transcripts to reflect test credit information. At the present time they are currently working with CSSD to develop the XML transcript. As part of this project, they will be able to use delivered PeopleSoft functionality that will allow them to change the test credit display from a summary to full detail. An example transcript was brought to the meeting as a demo.

**2. Vice Provost updates:**

a. Dr. Manfredi provided an update on the progress of the Middle States Accreditation Self-Study. The Accreditation visit will occur on the Pittsburgh campus April 11-14, 2012 and will include visits to the Bradford campus (April 9), Greensburg campus, and the Allegheny Intermediate Unit; the latter an example of an additional location as determined by Middle States. The schedule is being finalized but there will be meetings with various groups including: Steering Committee, Working Groups, students and faculty. All activities related to the onsite visit will be held at the University Club.

b. Dr. Sbragia reported on the issue of making course evaluations available to students. She met with a representative from the Pitt Business School who shared their experience with this process. The Business School has made the quantitative aspect of course evaluations available for several years now. The decision was voted on by the Faculty representing both the undergraduate and graduate programs. The average scores are listed for all courses and are available in a binder that is kept in the library. Anyone is able to review this information. The Business School has used this as part of their internal and external benchmarking and as a means of continuous improvement. The SEPC was in favor of exploring this option and will await the result of discussions when it is brought to the A&S council.

**3. Faculty Assembly Update:**

No report.

**4. ACIE Update:**

Proposals were reviewed by council members for the Provost's Advisory Committee on Instructional Excellence (ACIE) Innovation in Education Award for 2012 on Saturday, March 17<sup>th</sup>. Final recommendations for the awards were determined at the Council meeting on March 20<sup>th</sup> and this list will be submitted to the Provost for final approval.

The Council received the final report from the Committee on Instructional Excellence on the evaluation of the pilot conducted in Fall of 2011 for conducting on-line student evaluations of faculty teaching. The report was recommended for submission to the Provost for approval.

**5. Old Business:**

Access to Course Syllabi: Mr. Zimmerman (UG representative to the SEPC) will report back to the SEPC committee after his discussion with Dr. John Twyning (Associate Dean, UG Studies) and the A&S Council.

**6. Adjournment:**

The meeting was adjourned at 3:40 pm.

The next meeting is scheduled for April 27, 2012.

Respectfully submitted,

M. Kathleen Kelly, PhD, PT  
SEPC Co-Chair