

UNIVERSITY OF PITTSBURGH
Senate Educational Policies Committee
May 20, 2011
Meeting Minutes

Present: Jessica (Yokley) Brand, John Close, Judy Erlen, Bonnie Falcione, Laura Fonzi, Kathy Kelly, Debbie Miller, Tom Platt, Jay Rajgopal, Nashaat Rizk, Alberta Sbragia, Charlene Trovato, Alex Zimmerman
Guests: Ralph Hertel, Dave Carmen

Excused: Amy Aggelou, Juan Manfredi

Call to Order: The meeting was called to order at 1:16 PM. The minutes from the April, 2011 SEPC meeting were approved.

1. Vice Provost updates:

Dr. Sbragia distributed the document "Graduation & Professional Education: Mapping the Future". This document is being used for marketing internally and marketing to our external stakeholders such as the Board of Trustees; Foundations; grants officers, etc. As there may be future plans to revise and update this publication, committee members were encouraged to provide any comments/suggestions to Dr. Sbragia.

In Dr. Manfredi's absence, the Middle States update was given by Kathleen Kelly. She reported that all Working Groups have submitted their first draft of the report which will be discussed at the Middle States Steering Committee meeting next week. The Working Group reports will be used as part of the comprehensive Self-Study.

2. New Business:

University of Pittsburgh transcript content

Ralph Hertel (Interim Registrar) and Dave Carmen (Associate University Registrar) attended this meeting to address the questions/concerns discussed at the April SEPC meeting. The main issue is that the official Pitt transcript does not list AP courses (or courses transferred from other institutions) on its official transcript. Rather, the transcript merely reflects that a block of AP or transferred courses were accepted by the University. The official Pitt transcript only lists courses that were taken at the University.

Mr. Hertel told the committee that Pitt is a member of the American Association of Collegiate Registrars and Admissions Officers (AACRAO) and has followed their recommendations for transcript format. He questioned whether or not there would be FERPA violations or other issues by listing course information for those classes taken outside of the University of Pittsburgh. However, example transcripts from AAU and non-AAU institutions with AP courses listed separately (and transfer credits from other institutions) would indicate that this is not a FERPA violation. The AAU transcripts circulated at the meeting were from Penn State; University of Michigan; University

of North Carolina at Chapel Hill; Indiana University; University of Rochester; the non-AAU transcripts were from West Virginia University and the University of Delaware.

Several SEPC members agreed that the more pressing issue is the lack of AP course credit information on the official transcript. This has an impact on the growing number of students who wish to apply to graduate programs and need official documentation that they have completed prerequisites and many of these may be in the form of AP course credits. There is also an increase in the number of professional programs using a centralized application service. For these programs, students are required to submit official transcripts which will serve as validation for prerequisite course completion. In this case, the Academic Advisement Report is not a substitute for the official University transcript.

The SEPC committee was in favor of revisiting this issue as part of process improvement once Mr. Hertel gathers more information from AACRAO colleagues. He will let the committee know the results of his discussions. This issue will be on the agenda for the 2011-12 year.

3. Old Business:

Confidentiality of OMET evaluations (see April meeting minutes for details)

After discussion with Dr. Andy Blair, it was confirmed that distribution of OMET Evaluations falls within the purview of the governance structure of individual Schools or units within the University.

Addendum to April meeting minutes

Dr. Manfredi submitted an addendum to the April 15th meeting minutes on the undergraduate travel restrictions to Japan. At that time there was a restriction and the programs were suspended following the recommendations of the State Department. **As of May 2**, however, the general travel restrictions to Japan were lifted; the restriction remains only for those areas in Japan which are near the Fukushima nuclear plant (as indicated in the State Department Travel Warning).

4. Next meeting:

This was the last meeting of the academic year. The SEPC will resume in September, 2011.

5. Adjournment:

The meeting was adjourned at 1:54 pm.

Submitted by,
Kathy Kelly (Co-Chair)