

**JOHN CARROLL UNIVERSITY**  
**UNIVERSITY COMMITTEE ON EDUCATIONAL POLICIES**

Angela Krueger, Steve Herbert, Todd Bruce, Ed Mish, Rebecca Drenovsky, Chris Sheil, Rick  
Grenci, Jim Krukones, Michelle Millet, Maryclaire Moroney, Lisa Brown Cornelius, Zeki  
Saritoprak, Walter Simmons, Charles Stehlik

October 7, 2020  
9:00am, Zoom Meeting

**NOTES**

Present: A. Krueger, Z. Saritoprak, M. Moroney, C. Stehlik, E. Mish, J. Krukones, C. Sheil, S. Herbert, T. Bruce, R. Drenovsky, W. Simmons, L. Brown Cornelius, R. Greci

The committee discussed inviting a representative from the Enrollment Division to join as a voting member of the committee. The VP for Enrollment had raised the issue given the impact that educational policies have on enrollment and student retention. It was agreed that an Enrollment representative would make sense, since the committee does address university-wide issues. It was also suggested that it may be beneficial to establish a more formal process for adding members in the future. After further discussion, C. Sheil made the motion to vote. R. Drenovsky seconded. The motion to add an Enrollment representative to UCEP passed unanimously. A. Krueger will reach out to S. Levenson to determine who the representative will be.

The minutes from the September 23, 2020 meeting were approved.

The meeting primarily focused on the Major Declaration/Internal Transfer policy and feedback on the policy from CAP. Overall, CAP was in favor of the spirit of the policy to allow students to declare their major upon matriculation. They had some recommendations with specific wording to ensure students could be appropriately tracked and supported within the major. Z. Saritoprak, M. Moroney and C. Sheil spoke on behalf of CAP. With regard to students who declared their major after matriculation, they highlighted the desired language change from “conditional accept” to “pre-major”. CAP thought the term “conditional” could negatively affect student morale. They also asked for a more concrete process for students declaring their major after matriculation.

Conversation ensued regarding the language change: R. Drenovsky, W. Simmons and C. Stehlik noted that the term “conditional” can be motivating for students. Overall, committee members viewed the term as descriptive in that it lets students know the conditions/criteria they need to meet to advance in the major. R. Drenovsky commented that, in her experience as department chair, conditionally accepted students tended to experience less disappointment when they are declined acceptance to the major because they were already aware of the departmental expectations. The terminology is also what is currently in Banner and what students are used to seeing in the Student Profile. There was also concern that the term “pre-major” was more confusing, as it was unclear as to what a student’s status would be.

The committee discussed that better data was needed to support student progress under this policy, as well as more advising support. A. Krueger reported that she had spoken with ITS and Argos reports could be made available to department chairs with more data on students’ progress within a major, including course grades and term/cumulative GPA. This data would

enable chairs to track all students within the major to ensure they were meeting departmental benchmarks. Some high volume majors have too many students to be able to advise them within the department from the beginning of their time at JCU. An advising strategy is needed for supporting departments with a large number of majors.

It was also noted that the terms “undecided” and “undeclared” weren’t necessarily capturing students who weren’t ready to declare a major. R. Greci wondered about the population of students who enter college as truly “undeclared.” T. Bruce thought it might be beneficial to change the word to “exploratory”, but to continue to utilize subcategories (Business, STEM, Humanities, etc.) to help funnel students in the appropriate direction. C. Sheil also said that CAP wants to make sure JCU is able to identify and adequately advise students who are undeclared during orientation. M. Moroney shared that there have been extensive conversations around how JCU will orient “undecided” students moving forward. E. Mish stated the Academic Success coaches are working to develop robust study plans to help these types of students. It was determined that language should be included in the policy to indicate that exploratory students will need and receive aggressive support through advising. A. Krueger said she would bring this back to the Registrar’s Office for further conversation regarding coding in Banner.

The policy draft was adjusted to provide more information for CAS students declaring their major after matriculation.

Z. Saritoprak and C. Sheil indicated that this new version of the policy should satisfy all of CAP’s concerns. The policy will be sent back to CAP for further review.

The meeting concluded at 9:59 am.

Notes recorded by S. Payne