

Academic Governing Council Decision Report

Seminar Courses: Policy 7.14

March 18, 2025

Purpose

Policy 7.14 is designed to ensure the quality of the College curricula and the means to offer special topics courses. The policy provides faculty the opportunity to offer content based on students' interests, and industry or transfer needs. The Seminar Courses policy provides opportunities for all participants, ensures new and diverse perspectives are valued, and offers equitable access and responsive exploration for all students.

Decision

On March 18, 2025, the AGC membership voted to approve the revised Policy 7.14: Seminar Courses as part of a regularly scheduled review. The revised policy statement follows:

Seminar courses employ instructional methods that work best among a small group of learners, such as, but not limited to, intensive discussion, reading primary literature, individual or group presentations, and/or learning special laboratory-based skills. A seminar focuses on a specific area of enrichment and/or curricular need and interest that is not regularly offered by a department.

Sponsors

Co-Chairs: Lynnae Selberg, Department Head, Academic Advising and Transfer Center, and Deb DeWent, Director of Curriculum Management, ISIP

Committee Members: Susan Williams, Professor, Social Sciences; Kimberly Olushola, Associate Professor English; Amy Kudrna, Associate Professor, Physical Sciences; Leigh Kleinert, Professor, Biological Sciences; Rachel Jungblut, Associate Dean in the School of Business & Industry; Lakisha Beck, Registrar, Student Records; Brent Spitler, Professor, Business

Rationale/ Supporting Data

The committee updated the policy as follows:

- Procedural language and definitions were removed from the policy statement.

The committee reviewing this policy:

- Sought and included input from AGC members at three meetings.
- Responded to any input from departments, programs, and individual faculty members.
- Benchmarked policies at 11 peer institutions. Most do not have policies on Seminar Courses.

Implications for Action

Policy 7.14: Seminar Courses was first approved by AGC in January 2012. Procedures and processes are well established and work well. However, definitions and some procedural language were removed from this version of the policy. As the policy document is updated, it is recommended that the [version online](#) now is used as a reference and that some of the deleted items are included in the updated definitions and procedural sections. Further, the committee noted the following recommendations from the AGC body during this review.

- 1) The number of times the seminar can be offered prior to becoming a course--three times was the feedback that the committee received from AGC.
- 2) Include in the procedure section, the student's ability to repeat a seminar (when and the total number of seminar credits earned).
- 3) Modality option for the course. As seminars are not online approved, potentially have a hybrid option.

Date of Decision by AGC

Date passed by AGC: January 14, 2025

- Yes: 39
- Yes proxy: 12
- No: 0
- No proxy: 0

Section to be Completed by the Provost

Evaluation Plan

The Seminar Courses Policy will be evaluated according to the next scheduled review of the policy. This evaluation and review will include feedback from GRCC faculty members and College stakeholders as well as benchmarking from peer institutions.

Next scheduled review of policy: Academic Year 2027-28

Response from Provost

I received this AGC Decision Report on Wednesday, April 2, 2025. I approve of the revised policy statement recommended by the AGC as outlined above. I am charging the Director of Curriculum Management in the Instructional Support and Institutional Planning department, to coordinate implementation of this policy revision with a team of faculty/staff volunteers. This will include updating the policy document, reviewing the procedures, and making updates to the procedures according to the recommendations outlined in the implications for action section above (updating definitions/procedures from the previous policy statement, stating the recommended number of times a seminar can be offered prior to becoming a course (three), including student's ability to repeat a seminar given the considerations outlined above, and determining the potential for different modalities for inclusion in the procedures). This will be followed by an update to the Academic and Student Affairs Council once the policy document has been reviewed and updated. Additional steps of implementation will include working with the Provost's Office to update the policy document on the appropriate GRCC webpage and a communication plan about the updated policy document. Full implementation of this revised policy statement should be accomplished no later than the start of the next Academic Year in August 2025.



April 7, 2025