

## **Educational Policies Committee**

*Minutes for February 23, 2006*

Members present: Perry Marker (Chair), Bill Poe (proxy for Steve Bittner), Sharon Cabaniss, Mary Halavais, Lynne Morrow, Vincent Richman, Marci Sanchez, Thaine Stearns, Elaine Sundberg, Carmen Works, Lynne Morrow, Lindsey Simoncic (AS rep.), Art Warmouth (APC Liaison), Rick Robison (recorder).

**Agenda approved.**

**Minutes approved.**

### **REPORTS**

**Chair of EPC** – Provost will visit EPC, March 9, 2006, to address concerns regarding FYE. The GE Committee is ready to move forward with approval process. Initial timeline proposed 3/9/06 but it was thought that date is probably be too early. The Academic Calendar proposal covering the next 2 years was passed by Senate. Program Review Policy as amended by EPC passed by Senate. Senate will need a draft schedule from EPC for Program Review.

**Associate Vice Provost, Academic Programs and Graduate Studies (ES)** – First meeting of WASC Accreditation Committee; revised proposal to focus on: 1) distinctiveness of an SSU education/graduate, 2) GE program, 3) Majors, and 4) Program Review.

**Liaison to Academic Planning Committee (TS)** – Discussion about Academic Strategic Plan; Sasha presented on FYE; APC requested EPC to chard GE Committee with assessment of GE programs in total, including FYE; Working on identifying priorities of Academic Strategic Plan, such as reduce SFR, more time for faculty research, workstation refresh; Proposed that APC members be invited to EPC to hear Provost on 3/9. (AW) It was noted that meeting is open to the public. (PM)

**Graduate Studies Subcommittee (MH)** – Developing a Graduate Students’ Showcase and discussed with media people on how to publicize it.

**General Education Subcommittee (MS)** – Handout regarding notes from last GE Committee minutes. Highlights: 1) move to 4-unit model, 2) Sasha 1<sup>st</sup> reading of FYE pilot, and 3) AMCS 4-unit plan contains many GE classes in “C” category. *All in EPC agreed to add a discussion item regarding moves to 4-unit models to next EPC agenda.*

**Teacher Education Council (SC)** – TEC is reviewing its charge in light of Ed. Dept. recent national accreditation. Issues discussed: 4-unit changes are “wreaking havoc” with multiple subject transfer programs.

**Senate Budget Committee (VR)** – Temporary chair is Bill Crowley; discussion on Green Music Center (GMC) cost implications; Rick Luttmann visited and reported on proposed Senate resolution regarding GMC. Committee endorsed him unanimously. *The Performing Arts programs are crafting a response to this resolution. GMC will be their teaching space. (LM)*

### **BUSINESS**

#### **1) Election of EPC Chair, 2006-2007**

The Chair reported that there was only one nominee, Mary Halavais. It was agreed by all that we should still vote on the matter. (*It was noted that the “liaison voting rights” issue was received by Structures & Functions, but reiterated that current agreement by EPC and APC was that liaisons could not vote. –PM*) A secret ballot was used. **Mary Halavais was elected as Chair of EPC for 2006-2007.** Vote: 8 yes, 1 no, 1 abstention.

## 2) Program Review Procedures

Chair distributed document, “Academic Plans: 2005-2006 through 2009-2010,” showing Program Review (PR) schedule by departments. Elaine reported that for departments working on PR ('05-'06) will complete PR in May '06. EPC will look at these reviews next year. National Accreditation processes will substitute for regular PR. Currently, EPC has more of a “policy” than a “procedure.” Handout: one page of PR document with header “Organizational Process of Program Review” illustrated this fact. Only one line #4 “Review by the EPC, adding responses and recommendation a as necessary,” addressed EPC role. *Discussion is needed on how EPC should proceed to develop procedures.* (ES)

Bill Poe provided some history on PR at SSU and noted that the former review was not viewed as helpful to departments. It is important to make the process useful.

Perry said that Elaine will start to work with departments on submitting documentation for PR.

## 3) FYE Update, Time Certain 12:00 – Sascha Von Meir – Handout entitled: “Identity and Global Change: A proposed syllabus for FIRST Class, the First-Year Experience at Sonoma State University.”

Sascha provided an “informal update” on the current state of planning for FYE and reviewed the above handout. She emphasized the matrix entitled, “Learning Competencies for FYE.”

Afterwards a discussion and Q&A session ensued. Concerns included: logistics, such as scheduling/impact of classrooms, the 9-unit breakdown distributed over 2 semesters, makeup of the Learning Teams, impact of 2006-07 incoming Freshman class (~1700-1800 students – largest ever for SSU) on majors, in particular the English Department, and reliability of assessment between FYE students and students in regular GE program.

Due to the above concerns, it was proposed that the Dean of Arts & Humanities be invited to the next EPC meeting on 3/9 to hear the Provost speak on the FYE program and, in particular, its potential impact on English 101 and the majors. (LM, MH) This was acknowledged and considered by the Chair but no action taken.

## 4) Guidelines for EPC Program and Course Revisions

Elaine and Perry worked on putting this document together to provide faculty with clarity regarding what needs and doesn’t need EPC review and approval. Perry asked member to send changes to this document by email. There will be further discussion on these guidelines in the future. (PM)

Elaine distributed 2 forms: 1) “Master Catalog Course Change Form” and 2) “EPC Curriculum Proposal: New/Revised Course.” Members were asked for feedback on how we might condense these two forms into one. (ES)