

EPC Minutes – 15 February 2018

Respectfully submitted by Laura A. Watt

EPC Members Present: Jenn Lillig (JL), John Palmer, (JP), Christina Baker-Foley (CBF), Kathryn Chang (KC), Chiara Bacigalupa (CB), Debora Paterniti (DP), Tia Watts (TW), Laura Watt (LW), Kaitlin Springmier (KS), Luisa Grossi (LG), Karen Moranski (KMr), Katie Musick (KMk)

EPC Members Absent: Jason Gorelick (JG) **Also Present:**

Call to Order at 11:02 am

Changes to Agenda: None

Approval of Agenda: Approved by consent

Approval of Minutes from Feb 1: meeting minutes approved with no corrections.

Reports

1. Chair of EPC — J. Lillig
 - a. Catalog clean-up – call has gone out for this new process, to remove classes that have not been taught in years without MCCCJs. KMk reports that there are courses currently in the catalog that haven't been offered since the 1970s, and if all the untaught classes are removed, we'll save 24-26 pages out of the overall catalog.
 - b. Curriculum Guide – was turned on, & we are getting some feedback on clarifications. Perhaps add a sample or template side-by-side comparison charts?
 - c. GE Memos – no updates.

Consent Items

1. MCCCJs for Review (see Moodle) – all approved by consent, two pending signatures (ENGL 314 and PSY 425).

Old Business Items

1. LIBS 100 MCCCJ (pulled from consent Feb 8) – KS: question about how it would be determined whether students take the class for 1 or 2 units? KMr: Related to question about the Directed Self-Placement (DSP) process: LIBS 100 will serve as supplemental instruction for students who would normally need more help with writing or reading (equivalent to English 100A/B). Students will register for 1 unit if they want to be in stretch course, it will be 2 units if they also need ENGL 99T additional instruction. (This issue was just decided yesterday.) LW moved to approve with amended forms to include the above; CB seconded. Approved.
2. BUS BS 2nd Reading **TC 11:30** (D. Jordan) – Adding BUS 320 to major's upper-division core, & moving BUS 211 out of lower-division core & into preparatory courses. Question from last time about whether this makes it harder for Pre-Business students to move into the Business major; he argues no, because the same courses are still being taken before they transition to Business (i.e., they are required to complete all of the preparatory classes and the lower-division core before they can transition from Pre-Bus to Bus), and hence all that students lose is flexibility in their elective courses. KMk asked about what happens if a student takes any of the Pre-Bus classes CR/NC? DJ: it apparently has never come up. DP asked about typical time to degree & transfer rate from Pre-Bus to Bus? DJ: see second handout, 70% transition successfully, and transfer data is very similar. CB: concern about the limited number of

university electives outside the major, possibly eroding the quality of the liberal arts character of an SSU education; JL noted this for another time, since this issue applies to a number of high-unit majors. JP moved to approve, KC seconded. Approved.

3. KINESE 2nd Reading **TC 11:45** (S. Winter) – a few changes have been made to the proposal, to respond to EPC's suggestions from the last meeting. Some further edits and clarifications were discussed. JL, KMr, and SW will work together to complete those clarifications and bring it back next meeting.
4. Update: KINESE MA Discontinuance (J. Lillig) – electronic blog was set up, but the email did not go out; will get that sent, and hearing will be during our next EPC meeting.
5. Update: GE Revision Subcommittee (J. Lillig) – call went out for faculty nominations; S&F will select the members.

New Business Items

1. Academic Calendar TC (K. Moranksi) – we are a few years behind, so now trying to catch up with this task. Concern was expressed about Fall semesters' classes starting on Tuesdays, because Monday classes end up missing two days in the first few weeks (that plus Labor Day); also causes problems with add/drop deadline. TW suggested going back to EPC minutes to when the switch to starting on Tuesdays was made to see what rationale was? LW also raised question about length of winter intersession becoming too compressed? KMr will come up with some options for EPC to discuss next time.
2. Film 510 MCCC (J. Lillig pulled from consent Feb 15) – has not been seen by GSS yet, and there are some questions that GSS needs to address (related to staffing, not a mode change for a course), but not exclusively with regard to this course. If EPC approves today, GSS still needs to approve, and if they did not, EPC's approval would be moot. KMr: The proposers were trying to make a Feb 16 print deadline, which they will not make at this point, since it still need to go back to GSS. LW moved to send this back to GSS; CBF seconded. Approved.
3. Invite to School/SEIE/UNI Curriculum Committees (J. Lillig) – we did not get to this item.
4. Internship Policy- process discussion **TC 12:00** (K. Moranski) – more work has been done on this policy, starting last summer, since EPC last saw it, and our institution is now out of compliance with CSU requirements to have an internship policy. By the end of summer, two remaining issues of concern: 1) Stateside vs. self-support costs for summer internships, needing to count internship work for both faculty and students in the summer, but not wanting to make students pay for summer internship units. Running internships state-side in the summer would require substantial policy revision and financial support. 2) Risk management, regarding a lack of clarity about what liability faculty take on when they sign internship forms. Need to address this issue more fully, but having an internship policy in place will help to protect and mitigate against liability risk, but still need a further conversation. Need to move forward even if these issues are not yet resolved. JL: will try to get further discussion scheduled soon, just wanted to get this issue onto EPC's radar.
5. 1st Reading: Curriculum Revision: PSYCH MA **TC 12:15** (L. McCabe) – 2011 curriculum revision added an internship requirement, and took out 3 units from the master's thesis units.

Have realized that this has put an additional burden on the students, and most do not graduate within two years anyway. So would like to add 3 units of thesis units back in, and reschedule the sequence of classes to better articulate the work done, and will only require two units of internship; also a two-unit decrease of seminars, so no change to the overall 36 unit requirement. Also deleting three old PSY masters classes that are no longer used, so cleaning up the catalog. JP moved to waive the first reading; DP seconded. Approved. LW moved to approve, pending clarification of the side-by-side chart of changes, DP seconded. Approved.

6. 1st Reading: Curriculum Revision: **ENG MA TC 12:30** (S. Kiesbye) – Proposing to cancel the comprehensive exam option in the English MA, which has only been rarely used, and department feels MA students need to be able to write a thesis. In addition, they propose to remove the foreign language requirement, per direction from the Chancellors office wanting those units to be included in the masters program, also their problematic experiences with implementing that requirement in the past (additional costs for students who take it off-campus, and additional burden for students who may be working full- or part-time during their program). They will advise students that if they wish to go on to a PhD program, they may want to learn a foreign language, as it is often required, but not many of their students go on to PhD programs. CBF asked about the change in required seminar units for students; LW and KS suggested some clarifying edits to the side-by-side comparison and catalog text. CBF also suggested providing data on how many students have taken the comprehensive exam in the past five years or so.