

## **Educational Policies Committee Minutes**

February 7, 2013

11:00 a.m. to 12:50 p.m., Sue Jameson Room

### **Abstract**

Chair Report. Liaison Reports. Revisions to B.S. in Physics and B.S. in Physics with Applied Physics Concentration approved unanimously. Discussion of oversight of UNIV courses. Discussion of Instructional Materials Policy.

**Present:** Armand Gilinsky (Chair), Jeffery Reeder, Christina Baker, Carmen Works, Mary Dingle, Elaine Newman, Amy Kittelstrom, Elaine Sundberg, Lillian Lee

**Absent:** Melinda Milligan, Carrie McDade

Meeting was called to order at 11:07 a.m.

### **Approval of 1/24/13 Meeting Minutes –*to be reviewed at the next meeting***

**Approval of the Agenda –*Approved with the addition of New Business Item #3 – Oversight of UNIV courses.***

### **Report by Chair Gilinsky**

The proposed revision to Area B was reviewed by the Executive Committee who were not comfortable with some of the wording. It has been returned to the GE Subcommittee for further fine-tuning.

The Strategic Plan for the Green Music Center is in the beginning stages.

VP for Administration and Finance, Larry Schlereth, is seeking participation from faculty on committees to discuss and make recommendations on:

- Stabilizing the funding base to fill the \$3 million gap in Academic Affairs
- Identifying information and technology issues and concerns
- Addressing housing and space issues (especially critical now that we are already 500 FTE over our allotment for the year and there are plans to bring 500 – 1,000 out-of-state and International students to the campus in the not-too-distant future).

Chair Gilinsky has noticed a change in the campus dialogue from cut-and-slash to invest-and-grow.

And that the Provost's thought regarding International Students is focused on Graduate Programs.

### **Report by Elaine Sundberg, Director of Academic Programs and Graduate Studies.**

Following up on the expectation of bringing in up to 1,000 more non-California-resident students Sundberg reported she has some preliminary figures regarding costs to recruit these students. If we are to accomplish this, the institutional support must be in place.

The Green Music Center is beginning to draw national and international exposure, getting SSU's name out there.

With a time certain of 11:30 a.m. the committee moved to New Business, Item #2.

**New Business, Item #2 - Degree revisions-B.S. Physics and B.S. in Physics With a Concentration in Applied Physic – Lynn Cominsky**

Both BS degrees are going from 124 units to 120 units by cutting 4 units of elective courses and revising the GE minimum required for the major. Most students fulfill the GE minimum through the program anyway.

*Motion to waive the first reading passed unanimously.*

Committee recommended adding a statement that student learning outcomes remain the same, but that they will have fewer choices for electives.

*Motion to approve the revisions, including the recommendation above, passed unanimously.*

**Report from Liaison to the Graduation Studies Subcommittee – Jeffrey Reeder**  
Sundberg reported that a survey has gone out to each of the graduate programs and the sub-committee will compile the results and report on their findings.

The date for the Graduate Student Showcase is April 9<sup>th</sup>.

**Report from Liaison to the GE Subcommittee – Mary Dingle**  
Dingle has just been named as liaison and will attend her first meeting next week.

### **Report from Liaison to APC – Lillian Lee**

Lee reported that APC is continuing their work on the Extended Education “curriculum guide”. And that the committee reviewed the instructional materials policy that morning with FSAC liaison, Richard Whitkus.

Report from Voting Member of the Program Review Subcommittee – Mary Dingle

Dingle reported that the committee met and reviewed the accreditation report for the Art program and recognized how important accreditation is to programs.

The review group feels that they can be more helpful to programs in preparing for the program review especially those that do not go through an accreditation process. Providing guidance about the self-study for program review, for example.

### **New Business #3 – Oversight of UNIV courses**

John Kornfeld has been named the Director of Undergraduate Studies. He had been serving as an interim director of undergraduate programs which was a faculty position. Now that he has moved into an administrative position faculty oversight of the curriculum is an issue.

EPC ought to be the ones who oversee curriculum, including UNIV courses. But who is the “Department Chair”? Who are the “School Curriculum Committee”?

Sundberg noted that Director Kornfeld is aware of the issue and the concerns. He would like to form a faculty curriculum group to oversee UNIV courses made up of faculty to teach those courses. They would develop and approve the curriculum much like a school curriculum committee.

EPC was reminded that faculty can assert their right to oversee curriculum and this committee can create policy, if needs be.

Chair Gilinsky said he will touch base with Kornfeld and keep the Executive Committee informed of our thoughts and concerns.

With a time certain of noon the committee moved to New Business Item #1.

### **New Business Item #1 – Instructional Materials Policy – Viki Montera**

EPC did have a concern over the term “penalized” in section 3.2.4 of the policy. Students will not be “penalized” for coursework that could not be completed due to unavailability of course materials. Discussion followed.

The policy is meant to address specifically two things as outlined in Executive Order and legislative intent:

1. Accessibility of course materials for all students
2. Affordability

Discussion was terminated as time had run out.

**Adjourned at 12:53 p.m.**

*Respectfully submitted by Lillian Lee*