

**Educational Policies Committee  
Sue Jameson Room  
Minutes  
9/2/04**

**Members Present:** Coleman-Senghor, Halavais, Marker, McDonald (Chair), Morrow, Murmaw (student), Richman, Robison, Sundberg, Vollmer, Warmoth, Works, Student Disability (vacant)

**Guests:** Melissa Vandeveer, Nursing  
Lynn Close, Nursing  
Brian Jersky, mMth

- 1) Welcome to AY 2004-2005 from Chair McDonald
- 2) Approval of Agenda and Minutes
- 3) The following have agreed to take minutes for the Fall 04 semester:

9/2 - Marker	10/28 - Robison
9/16 - Marker	11/11 - Sundberg
9/30 - Vollmer	12/2 - Richman
10/14 - Halavais	

**THESE NAMES AND DATES WILL APPEAR ON EVERY EPC AGENDA**

- 4) EPC Subcommittee Liaisons - all as stated on agenda with following exceptions:  
General Education: Halavais; University Standards - Marker (if schedule permits)
- 5) EPC Student Member - Brad Murmaw (temporary until permanent member appointed)
- 6) Student Disability - EPC position vacant
- 7) WASC - Sundberg reported all EPC member should read the letter send by the review team and the entire report. The report is on the SSU website and the letter was sent to all faculty.
- 8) Writing Center Resolution - Vollmer reported that the rationale for this resolution is to increase awareness of the current class size situation; it is out of compliance with national professional organization standards and is educationally unsound. Currently, average class size for the writing class is 28; other CSU campuses have an average size of 25. The developmental writing average class size is 17 and should be no more than 14.

**ACTION: This resolution was given its first reading. A second reading will be held at the next EPC meeting.**

9) General Education Report - Sundberg reported for Paul Draper. The GE Subcommittee now has a website on the SSU website:

[www.sonoma.edu/ge\\_initiative](http://www.sonoma.edu/ge_initiative) Sundberg reported that the GE Task Force met over the summer and established two major goals for

AY 04-05: 1) develop the Freshman First Year Experience; 2) Conduct the GE Faire on Dec 6-10, 2004, The Faire will be held in Schulz 3001 and its purpose is to inform the campus about innovative GE programs nationwide and to discuss the Freshman First year Experience. The week will include informative lunches.

Sundberg also reported that the WASC institutional proposal is due October, 2005. Our University response is due by Spring semester, 2005. Discussion ensued with suggestions that EPC consider resource issues as we discuss our response to WASC and that APC and EPC senate standing committees need to regularly communicate regarding WASC related resource issues.

10) Program Review Timeline - McDonald presented the timeline for program review. The withdraw policy and excess unit policy was referred to University Standards Committee.

11) Nursing MA Program Changes - Melissa Vandeveer presented proposed program changes for a first reading. The proposed changes have been unanimously approved by both the Nursing Dept and the School of Science and Technology.

Suggestions from EPC:

- A cover letter or executive summary for program n changes is needed
- Learning outcomes an assessment strategies are needed

**ACTION: The program changes were given a first reading The changes have not yet been approved by Graduate Studies. EPC will wait for their decision. A second reading will take place after final action taken by the Graduate Studies Committee**

Respectfully submitted,  
your humble and obedient servant  
PMM