

**EPC Meeting Minutes**  
**February 17,2022**

**In attendance:** Emily Asencio (EA), Mike Ezra (ME), Sherri Schonleber(SS), Kristen Daley (KD), Matty Mookerjee (MMo), Monica Lares (ML), Kaitlin Springmier (KS), Melinda Milligan (MM), Luisa Grossi (LG), Derek Gorman (DG), Jenn Lillig (JL), Stacey Bosick(SB), Katie Musick (KM)

**Absent:** Sergio Canavati

**Approval of Agenda:** Approved

**Approval of Minutes:** Approved

**Reports:**

AVP, Academic Programs — S. Bosick

We have an annual fellowship opportunity through the Panetta Institute which hosts students for its Congressional Internship Program. This opportunity had been organized through the Political Science department, but now there will be a committee in place to review student nominations. This program is open to all students.

There is a Welcome Event today in International Hall from 12 to 1pm. The event is to welcome students that are coming back from study abroad and international students coming to SSU.

SB has been involved in systemwide discussions regarding advising. Some leaders in advising are coming together to talk about how to improve advising on campuses. SB has invited the Chair of the Advising Committee and Michael Balasek to participate in this dialog on Friday.

Graduate Studies Subcommittee- D. Gorman: requests that EPC work on a suspension policy because there are a few programs in Graduate Studies that are waiting on direction.

Liaison to Overlays – M. Milligan: The Overlay Subcommittee approved the Sustainability and Environmental Resilience course content this week. They are on their way to EPC for review.

**Consent:** Anth203, WGS37, GLBL490, GLBL 491, GEP 490, GEP 491: Approved

**Business:**

Education MA Revision (TC 10:05 Jennifer Mahdavi) includes:

EDCT574, EDCT575, EDMS570, EDMS597, EDSP571. EDSP599, EDUC572, EDUC573. EDUC598

J. Mahdavi is here as the representative for graduate degrees in Education. The Education MA needed to be revised. The department discontinued the concentration in Educational Leadership and the Early Childhood Education. They now have their own MA degrees. To comply with E.O. 1071 the department needed to update the MA in

Education. The core had too few units and the concentrations had too many. The degree is now 33 units for all concentrations with 18 units in the core and 15 units for each concentration. The three concentrations are also eliminating the exam requirement. There was also a prefix issue. The department can no longer use EDUC and will now have three different prefixes for the classes in the degree. The prefixes are EDCT, EDMS and EDSP. Courses will need to change to the new prefixes. Sheri Schonleber moved to waive first reading, Kristen Daley seconded the motion. Discussion. Kristen Daley moved to approve the revisions to the MA Education degree, Sheri Schonleber seconded the motion. Motion approved unanimously.

Meeting mode for 2022-2023 AY: EA: All governance committees need to decide if they will meet on campus or if they will continue with Zoom. EPC voted unanimously to continue with Zoom for the 2022-2023 AY.

Online Policy: EA: EPC needs to work on moving an Online Policy forward. APARC is asking for an update on where EPC is on this policy. EPC just approved extending the temporary online tags through 2022-2023 AY. EA has placed the current APARC draft into the EPC folder as a starting point. APARC has asked EPC for a "wish list" of points to incorporate into the APARC draft. EA is requesting that if EPC members have the opportunity to circulate to schools and get feedback to bring back to the committee. MM: Confirming that EPC is an equal approver on this policy and not just a commenter. MM would like to make sure that the policy comes back to EPC for an up or down vote and a deep dive on the final draft. EA: Both EPC and APARC will be approving the final draft of the policy. Departments should still work on their own Online Policy. Those department policies are what EPC will reference when course proposals come through for review. MM suggested that maybe there should be two documents, a policy document and an implementation document. This would allow the process document to be easily revised if things change such as a training requirement for professors teaching an online class.

SYE tags memo (TC 11:00) (see Google drive): KS: A memo was written by Megan McIntyre, Chair of GE and Kaitlin Springmier, Chair of University Studies Curriculum Committee requesting that courses used as part of SYE be approved for GE temporary tags and allowed to remain at their current number of units in order to facilitate scheduling. KS is hoping to have transition outcomes written and forwarded to EPC this semester, then have courses reviewed and approved next year. Matty Mookerjee moved to approve the request. Kristen Daley seconded the motion. All in favor.

Stacked Course Policy (TC 10:30 Clea Felien) (see Google drive): Clea Felien(CF) has come to EPC with a question regarding the stacked courses policy approved last semester by EPC. Does the policy apply to two undergrad classes offered as stacked? Does CF situation qualify as stacked courses? CF is teaching two undergraduate courses that are at different levels, Intermediate and Advanced. The classes have two different syllabi and are being taught in the same classroom. These courses have previously been taught as 2 separate classes. The enrollment has not dropped in the classes, so stacking them was not necessary. MM: Expressed that this seems like a

workaround well outside the realm of the intent of the approved policy on stacked courses. This may be an opportunity to revisit the stacked courses policy and specify the parameters of the policy specific to two undergraduate courses. Because the courses are not being taught the way they were approved to be taught by EPC, the committee can express concern. Is content being impacted? Does EPC want to look at the policy and develop a policy specific to undergraduate courses? The committee agreed that EA will develop a Memo to share with the Deans and Department Chairs regarding this issue and EPC's concerns. EA will share the memo with the committee before it is sent.

GCS Discontinuation/Suspension status (TC 11:15 Dean Robbins and Michaela Grobbel): Michaela Grobbel (MG) and Dean Robbins (DR) have come to EPC to discuss the status of the German Cultural Studies program for fall. There was confusion as to whether the program was going to allow students to declare that special major in the fall and if courses for the GCS and the German minor would be offered with the necessary seats. MG was also expecting a MOA last fall and it has not been provided yet. There is the question of whether or not the GCS major has been suspended since there is no Suspension Policy for majors at SSU. MG request is to have a MOA which would consider a timeline and benchmarks for a wise thoughtful plan on how to move forward with the GCS major. EA: EPC's purview is with curriculum. Is it being offered how it was approved if not, what consultation needs to happen and what can EPC do to make sure it's offered in line with policies. DR: GCS is a good program and doesn't want to end the program. Due to low enrollment and the number of students interested in the program they are not able to offer the courses required. The hope was to "suspend" the program until enrollment increased. Currently DR, MG and SB are working on a MOA which will provide some guidelines. MM: Looking at this issue from EPC perspective and purview the key is discontinuance and to what extent the discontinuance policy has been followed. The policy refers to a de facto discontinuance which means any effort that appears to be limiting the viability of a program is disallowed under the policy. No action shall be taken to enrollment into the program until it has been reviewed by EPC. SB said there is a suspension process at the Chancellor's Office level, maybe EPC should look at that. AE: For now EPC will move forward as if there is no discontinuance happening.

**Information items:**

Academic Calendar (Jenn Lillig): JL shared a spreadsheet of the proposed Academic Calendar for the next few years. It was requested that the committee review the dates and provide feedback and suggestions.