

**Educational Policies Committee
February 27, 2020
Meeting Minutes**

Present: Jenn Lillig (JL), Christina Baker-Foley (CBF), Kathryn Chang (KC), Sheri Schonleber (SS), Kristen Daley (KD), Matty Mookerjee (MMo), Emily Asencio (EA), Kaitlin Springmeir (KS), Melinda Milligan (MM), Emily Twisselmann (ET), Luisa Grossi (LG), Karen Moranski (KMo), Stacey Bosick (SB), Katie Musick (KM)

Absent: Edie Brown

Agenda: approved

Minutes: 2/20/2020 approved with clarification on which Emily seconded a motion.

Reports

Chair of EPC

AVP

Consent Items:

Old Business Items

2nd Reading: ECS BA & Minor-Chiara Bacigalupa

ECS has proposed revisions to their major and minor. They have moved an UD course in the major to 2 LD courses. The revision does add 6 units to the major. The department does not feel it would negatively impact students. All ECS students go into their senior year with lots of elective units available. The majority of students voluntarily take additional ECS courses. Adding the 6 units will also not impact department resources. Currently they have between 6 and 8 sections of 420 which was an UD GE area E course. Since area E no longer has UD, all those sections will not be needed. MM moved to approve both program revisions. MMo seconded. All in favor.

2nd Reading: BS & BA Chem, BS BioCHEM-Carmen Works

The course proposals for CHEM 125AB went to GE by accident. Those courses will be terminated and not offered again. CHEM 115A just had its first reading at GE, will have 2nd reading next week. KS there was a lot of conversation about unit counting in the major and how to display that information. Academic programs will take care of how that is shown in the catalog on the back end and then Academic Programs will bring that to EPC. KS move to approve the Program Revision proposals for the BA, BS in Chemistry, the BS in Biochemistry and the corresponding course proposals, MM second. All in favor.

2nd Reading: Liberal Studies Ukiah Re-org- Carmen Works

Reorganization of the Ukiah Liberal Studies program from the School of Social Science to the School of Undergraduate Studies. As requested by EPC, Carmen has sent a copy of the program curriculum and is hoping the minutes from last meeting can be used to document the resources for the program. EPC's charge is to review the proposal and determine whether there is an impact or change to the curriculum. There is currently no policy on what is needed for EPC when reviewing program reorganizations. EPC has on their horizon to work on this policy. KS move to approve KD second. All in favor.

New Business Items

2nd Reading" Internship Policy

There has been additional feedback collected from faculty and the Career Center. JL has responded to their questions. All information is located in the Internship Policy folder on google drive.

There are a few issues that continue to come up that need further discussion. The 45 hours on-site requirement, the 12 unit maximum that can be used towards a bachelorette degree and liability insurance.

The 45 hours on-site requirement, there was discussion as to whether the whole 45 hours need to be on-site or can it include faculty meeting with students. The 45 hours seems to be connected to the CS code 36 which specifically states fieldwork. Maybe an option could be to have the internship course be connected to a 1 unit seminar so faculty could meet with students outside of fieldwork.

Regarding insurance, students who are participating in an internship program overseas in the CSU IP program in Ghana and Italy are covered. There may be options available to cover students in other IP program internships, KMo is working on getting that information.

Discussion tabled due to next time certain.

Current Discussion Items

GE Subcommittee Workflow and Experiment

JL thanked everyone for participating in experimentation. The decision to drive this experiment was to see if there was a way to help get courses through the approval process move more quickly. GE Subcommittee is taking their job very seriously with reviewing proposals and are being very detailed. As a result, EPC and GE are being looked on negatively and not being transparent. Some faculty have expressed concern that the process is impinging on their academic freedom. EPC wants to be supportive of GE and faculty and maybe EPC can help GE move proposals along.

In order to assist GE, it would benefit EPC to see what it was like to review courses from scratch. JL went through the GE curriculum and created the form. GE may need to streamline and structure what they should be looking at when course proposals come through in terms of curriculum. Maybe using a form for a first review would allow technical mistakes to be found and fixed by the proposer before the first reading at GE? Maybe GE could use this form as a starting point and revise it to fit their needs? Specify exactly what should be looked at by taking the points directly from the GE Curriculum.

SB suggested that maybe the routing for course proposals should be changed to have Academic Programs review if first to make sure the form is complete. Her office has also been working on draft rubric that will try to lay out what each committee is responsible.

Another question that has come up is what is the process of making changes to the GE curriculum? Structures and Function has made suggestions (see document in google drive) Whatever the process is it should be the most transparent possible. Since GE is a curricular program any changes should go through the regular governance process. Structure and Function should work with EPC and GE to develop a process to make changes to the curriculum.

JL is planning on attending the next GE committee meeting to discuss some of the ideas and concerns that have come to EPC.