

# EPC MINUTES FOR February 6, 2014

## Abstract

Minutes (last meeting) and agenda (this meeting) approved.

## Action items in bold.

Present: Melinda Milligan (Chair), Felicia Palsson, Nathan Rank, Armand Gilinsky, Tim Wandling (11:40 arrival), Laura Watt, Carmen Works, Libby Dippel, Elaine Sundberg

Call to Order Chair Milligan called the meeting to order at 11: 07 when a quorum was present.

Approval of Agenda. Agenda was approved with the addition of a discussion item about new courses coming from GE. Jeremy Qualls will come at 12:10. New business; student success fee.

Approval of Minutes. With a minor modification, the minutes from 23/1 were approved.

Academic 'Affairs' has changed to 'Academic programs' and should be worded accordingly. Page 3 bottom of page- replace 'discuss took place' with 'discussion took place.'

## Reports

### Chair of EPC —M. Milligan

Art studio program revisions a consent item on the Senate Calendar. Some issues at Ex Comm to correct things that might have been addressed earlier.

Update on what happened at each governance meeting (Senate, etc) regarding Schedule 25.

Deborah Roberts chairing APC again so the SEIE policy can now be finalized and implemented.

Add item 8 to 'on the horizon list.' Early Childhood Education concentration within MA degree. At graduate studies now and will come to EPC on March 6.

Entrepreneur Certificate coming up at the next meeting.

Question about how much the Chair should preview or refine information before it comes to you. No time for us to edit materials that come to us and need improvement and corrections. Agreement that EPC members can justifiably fail to support proposals that are poorly constructed, even if the committee supports the spirit of the proposal.

Input on student success fee. Provost submits white paper due Feb 14. Some committees are preparing comments. EPC should focus on curricular matters. CEC discussed whether the new hires proposed to teach bottleneck courses. GE courses well funded in A&H but resources too limited for other academic purposes. Elaine Sundberg will look into where bottlenecks are but they are not just in GE. Presumption that new faculty hires are encouraged to participate in bottleneck courses in GE. What kind of return on investment will come in with this fee? What programs will be created and how will this help students? Concerns about access. White paper could include statement of attempts to solve problems without raising fees. Melinda will draft letter in response to fee based on our comments.

### AVP, Academic Programs- E. Sundberg

Academic calendar approved. Instructional session planned for Elaine to speak with stakeholders about how the calendar is constructed. Lots of work coping with registration and contract courses. Lots of problems with petitions for overage of units. Looking for ways to reduce numbers of students taking > 16 units and need to understand better what causes that. Continuation rates (spring/fall) are going up, and this affects campus-wide enrollments a lot. Late adds also problematic. Discussion ensued about faculty workloads and work with students and release time. Rank proposed that we consider making contract courses pass fail.

**New Business item: Proposals for Science 120AB**

Jeremy Qualls outlined the content of the Science 120AB curriculum and how it is supported externally. Committee members asked about the current status of the course (experimental or hypothetical) and learned that it is currently running experimentally. Members also asked about assessment mechanisms and Qualls explained that it has an external reviewer and advising committee and that preliminary findings suggest retention benefits. There was a question about writing components of the course, as A3 courses should have a writing component. A member raised staffing issues. What is the role of a department that participates? Questions about how faculty members are hired to participate in the class. Discussion about duties of coordinator and process for identifying peer mentors.

3c, second to last page of hand out. "With our goal to concentrate on high risk students..." need translation to English. Explain better why we are maintaining small class size.

4. Need a sentence after 'This course serves as a funnel...' 'Thus far out of efforts of this program, X number of students have been recruited and retained.'

Tim Wandling asked for more clarity about how course satisfies overall area A objectives.

Laura Watt asked for more clarity and reduction of text.

Carmen Works asked to move role of departments into section on staffing. She also will consult with her Chair regarding commitments by departments for support.

**Old Business item: COMS Program changes, second reading (continued)**

Page 5 of sample academic plan, all GE courses listed as 3 units. Might be more realistic to say 4. Unit range should be specified. Unit numbers on academic year schedule should not exceed 16.

Problems with structure of internship and need to explain CS code changes to cope with budget. Could interfere with support from EPC.

Question was asked whether it would be best for Communications to have this curriculum passed or would it be best to reject the proposal? Not clear.

Discussion about how resources are allocated into departments within schools. Deans make choices based on their perception of need, and participation in GE is one criterion used by A&H now.

No action taken but committee will ask the Dean for specifics about targets and resources.

Meeting adjourns 12:50 PM