

Educational Policies Committee Minutes  
April 22, 2021, 10:00 am – 11:50 am

Present: Emily Asencio, Mike Ezra, Kathryn Chang, Sheri (Nanette) Schonleber, Kristen Daley, Matty Mookerjee, Kaitlin Springmier, Melinda Milligan, Joseph Lofton, Luisa Grossi, Stacey Bosick, Katie Musick (10:35 am arrival), Jenn Lillig, Jenny Bent (guest), Damien Hansen (guest)

Absent: Mary Ellen Wilkosz

Meeting called to order. Agenda approved. Minutes from 04/08/21 approved.

Consent Items (Approved with Agenda): ANTH 325, ANTH 342, ANTH 420, ANTH 444, ANTH 490, ASTR 121, BIO 131, ENG 160A, ENG 160B, ENG 200, GEP 310, GLBL 310, WGS 150

Business Item 1: BUS 453, BUS 454 (Sergio Canavati De La Torre)

The proposals involved expanding the teaching modes to include hybrid and online. The justification notes that BUS plans to offer the courses online in summer only through SEIE. When asked, Canavati De La Torre reported that BUS does not have a department online/hybrid policy, but there is a shared, implicit understanding that these courses would only be offered online during the academic year. EPC members recommends that policy should be developed to clarify and formalize these understandings. Daley motioned to waive first reading. Springmier seconded. Approved. Daley moved to approve proposal. Springmier seconded. Approved.

Asencio noted she has been asked if EPC has purview over when a course is offered. Milligan commented that once a course is approved, it can be scheduled as fits the specifics of the approved proposal.

Bosick (Interim AVP Academic Programs) Report

1. As of June 1, the CO has lifted travel restrictions, but individual campuses will need to determine their own protocols for allowed travel.
2. There is progress at the CO / Board of Trustees level on allowing implementation of 4 + 1 programs.
3. Fall 2021 registration is currently taking place. Academic Programs is closely monitoring registration to ensure it goes well, including using course demand projections, modeling demand based on ARR requirements as they link to GE courses, working with Deans and Schools to follow through on needs, and working with Advising to learn about course popularity. The Fall acceptance numbers are solid for transfer students, but less good for FTFY students.
4. A proposed revision of the program review policy is at Senate today for a first reading. If approved, the current five-year cycle will change to a seven-year cycle. Externally accredited programs will still have the option to request to use the cycle length tied to their accreditation.

Asencio (EPC Chair) Report

1. The EPC memo on administrative encroachment into curricular matters was endorsed by Senate at their last meeting, after three meetings of discussion.

### EPC Chair Election for 2021-22

Asencio self-nominated for the position. Lofton seconded. Unanimously approved. Discussion of which members will return next year. Chang reported that her term is up, but Canavati De La Torre will replace her as the SBE rep. Lofton will not return as student representative. Asencio offered her sincere commendations for his service, a sentiment supported by the rest of the committee.

### Business Item 3: FLC Guided Registration (Carmen Bustos-Works)

Bustos-Works (Director of University Studies and Liberal Studies) visited to request blanket approval for FLCs to preregister students in specific majors for Fall 2021 courses during Noma Nation registration in July for Fall 2021. Bosick noted that request is being made because GE program does not allow classes to be restricted to reserve seats for specific majors or groups of students, so reserving seats for FLCs could be seen as violating this policy. Committee members engaged in extensive discussion of equity concerns linked to saving seats, including that not all majors utilize FLCs as a way to meet requirements, that pre-enrolled students could see the FLC courses as required and not understand they are allowed to disenroll, that not all majors / schools have had comparable support to develop FLCs, that undeclared students could benefit from these seats. Bustos-Works noted that it is confusing to explain the benefits of FLCs to students in certain majors during registration, so it serves them better to pre-enroll them. Schonleber noted that without pre-enrollment, students with majors (such as ECS) that could use FLC courses and for whom departments intend the courses are unable to access seats unless they are saved or pre-enrolled in them. Lofton, noted that, from the student view, it is unfair for to allow pre-enrollment, but registration is certainly confusing for students. Bosick suggested that there would be a benefit to allowing pre-enrollment for the current year, since it has been allowed historically, and the campus is facing unique registration challenges due to the current pandemic.

Daley made motion to allow pre-enrollment in FLCs for specific majors one time (Fall 2021) for any department who requests to do so. Mookerjee seconded. Discussion: Milligan requested that data on the Fall 2021 impacts should be provided to EPC in advance of any future decision to allow pre-enrollment to continue. Members agree. Motion passes.

Bustos-Works requested that Chairs be reminded via message to Deans that guided registration is for Math and English classes only and does not include FLCs, so Chairs should consider requesting pre-registration if appropriate.

### Business Item 6: WIC (Scott Severson)

Continuation of second reading on proposed WIC Content Criteria brought to EPC by the Overlay Subcommittee. Confirmation that EPC is the final step for approval of Content Criteria; they do not go to Senate. Current version under discussion is labeled clean copy prepared by Milligan. Agreement to change introductory paragraph to replace reference to “documents” to “course criteria worksheets” for clarity. Agreement that no other changes are needed. Mookerjee motioned to approve. Daley seconded. Approved.

### Business Item 2: GE Memo on Course Proposal Routing

The GE Subcommittee requested a change to the routing of proposals for new and revised courses. They would like proposals to be reviewed by school curriculum committees and deans prior to coming to GE for review. They propose:

Originator → Department Chair → Academic Programs → School Curriculum Committee → School Dean → **(GE, Overlay, USCC, SEIE, GSS)** → EPC

Daley proposed to honor the wishes of the committee. Mookerjee noted that it was often the case that the school curriculum committees often reviewed proposals out of sequence anyway. Milligan noted that current order was in part a response to proposals getting held up at the school level in the past. Milligan asked for clarification from GE on the purview of school curriculum committee with regard to GE issues, noting that the Social Sciences curriculum committee had been advised in the past that the “GE-ness” of a course was not the purview of the school committee and so they did not discuss it. Mookerjee noted the Science and Technology curriculum committee did not take that stance and often advised proposers on the GE-ness of their proposals. Discussion of best placement for USCC and SEIE review. Bosick noted a future issue will be if SEIE can initiate curriculum proposals.

EPC agreed to ask GE to clarify what they want to learn from review by school curriculum committees. EPC approved the following routing order, but would like to hear from GE as to whether they support it:

Originator → Department Chair → Academic Programs → School Curriculum Committee / SEIE / USCC → School Dean → **(GE / Overlay / GSS)** → EPC

Business Item 4: Holding Seats in GE for EOP/Puerta/transfer students

Bosick asked EPC to consider if reserving seats in courses for certain groups (specifically EOP and Puerta students) should be allowed for Fall 2021 registration, given that it violates the expectation of the GE program. It is common practice for certain departments to hold seats for these groups, especially as they do not have priority reg status. Academic Programs is concerned that holding back these seats is an overstep, beyond doing so via guided registration for English and Math. Schonleber noted that such practices allow the creation of course cohorts, which provide a good experience for students. Daley noted that different bodies of students have different needs. [Break in discussion for Item 7, then return to Item 4.] Bosick confirmed that Academic Programs’ interpretation is that seats can’t be held and will follow that practice unless EPC directs otherwise. No action was taken to change the policy. (Note that transfer students were not mentioned in this discussion.)

Business Item 5: Break [skipped]

Business Item 7: GE Courses scheduled at 1 and 2 units for Fall 2021 (AMCS 390/LIBS 390)  
(Ajay Gehlawat, Megan McIntyre)

Gehlawat reported that he has been scheduled to teach LIBS 390 (1-2 unit, GE Area C) in Fall 2021. He would like to know why AMCS 390 and LIBS 390 have been scheduled when all GE courses are required to shift to 3 units as of Fall 2021. Gehlawat also expressed concern over the size of the course as scheduled. McIntyre (GE Subcommittee Chair) explained that GE has

prioritized review of courses in areas other than C and D, so very few courses in Area C have been approved for the revised GE program. Instead, all existing Area C courses will continue to be tagged as meeting Area C through Summer 2022. In order to comply with the revised GE program, any 4 unit Area C courses have been reduced to 3 units. However, GE did not consider the fate of the 1-2 unit courses and did not think to determine if they should be allowed to be offered during the time of the temporary Area C tags. Thus, there is nothing that prohibits their offering for Fall 2021. Gehlewat noted that LIBS had indicated to A&H Dean Robbins that they did not intend to recertify LIBS/AMCS 390 as GE because they could not imagine offering it at 3 units. McIntyre noted that no information was received by GE or Academic Programs to signal that the course should be removed from GE. Milligan noted that past EPC practice has been that courses can't be changed after students have enrolled in them, so the course should remain as GE for Fall 2021, but the LIBS and AMCS department chairs can consider asking to pull the course from GE as of Spring 2022. Lillig will contact these chairs to see how they wish to proceed.

Meeting Adjourned.

- Submitted by M. Milligan