

Educational Policies Committee

April 5, 2018

11:00-12:50- Academic Affairs Conference Room

Attendance: Jen Lillig, John Palmer, Christina Baker-Foley, Kathryn Chang, Chiara Bacigalupa, Laura Watt, Karen Moranski, Tia Watts, Katie Musik, Kaitlin Springmier

**Call to Order**

**Approval of Agenda**

Edits to agenda:

- Wic v.s Wept TC 12:30 instead of 12:00
- Second reading 48 unit TC 12:05 instead of 12:20

*Agenda approved*

**Approval of Minutes**

- Karen Moranski motion to edit: change AACNU to AAC&U (Reports 2c)

*Minutes approved with correction*

**Reports**

1. Chair of EPC- J. Lillig
  - a. GERS - GERS is coordinating meetings with departments and councils of chairs, as well as reviewing information from the faculty retreat. They will be looking at GE models next. A survey will be coming down the pike.
  - b. Course Catalog & MCCCF streamlining- Katie and Jen working on streamlining the course catalog and MCCFs process and clarifying what proposals need a syllabus. Slated for discussion at 4/19.
  - c. Expedited Course Proposal Status- Jen brought expedited course proposal process proposal to Ex Comm, heard that Ex Comm likes hearing about the MCCFs. Discussing bringing them through as a batch.
  - d. A1 Courses: COMS 125- EPC requested learning outcomes be relabeled. Jen hasn't heard a response- will not sign until the changes have been made.
2. AVP, Academic Programs- K. Moranski
3. Liaison to Graduate Student Subcommittee- L. Watt
4. Liaison to GE Subcommittee- K. Springmier
5. Liaison to University Standards Subcommittee- Vacant
6. Liaison to/from APARC- L. Watt

**Consent Items**

1. MCCCFs for Review (see Moodle)

*All standing on agenda approved by consent.*

## **Old Business**

### 1. MCCCCFs

- a. Math 100 - Most recent version includes syllabus, which is why it was pulled from consent at last meeting.

*C. Bacigalupa motion to approve, L. Watt second. Approved.*

- b. BIOL 351- Request to add learning objectives. Added in most recent version.

*C. Bacigalupa motion to approve, L. Watt second. Approved.*

- c. EDSP 480- Most recent version includes syllabus, which is why it was pulled from consent last meeting.

*C. Bacigalupa motion to approve, L. Watt second. Approved.*

### 2. 2nd Reading: Proposed 2018-2019 48-unit GE (H. Smith, TC 12:20)

Questions regarding FLCs that do not include the A3/C3 combination: how will students achieve A1? H. Smith will work with course instructors to ensure oral communication is being addressed in the courses, if so the FLCs will be audited for A1. Inclusion of unit numbers still presents as confusing. H. Smith will reconstruct another reading of the pattern that will be presented to students and parents for next EPC reading. J. Lillig will work with H. Smith on communicating the new pattern to Academic Senate.

## **New Business**

### 1. First Reading: Internship Policy Discussion (K. Moranski, TC 11:15)

Invited Guest, Merith Weisman

K. Moranski working on this for about 2-3 years. Came from Chancellor- requires that all campus have a policy that governs internships. Faculty had a great deal of concern about a number of issues with versions of the policy that came through a couple years ago including: faculty risk, and summer internships. Melinda Milligan, L. Watt, M. Weisman, and K. Moranski worked to draft policy over the summer. In Moodle: Current draft policy and FAQ. Informed by conversations with faculty, University Attorney and Risk Manager Tyson Hill, other CSU campuses.

SSU is currently out of compliance with CSU regulations, and faculty are at risk with student interns. An internship policy would ensure that SSU and faculty are covered for internships.

From discussion: Recommended that current policy clarify what internships are covered in the policy by CS Codes (78, 299, 399). Include mention of Community Involvement Projects. Add information on how the policy protects faculty.

L. Watt: larger question on why the CSU has separate insurance policies that necessitate separate curricular policies; K. Moranski to ask Chancellor's Office.

2. WICs and the WEPT (S. Miller, TC 12:30)

There has been an increase in WIC offerings in the past 5 semesters since the initiative started. Currently 15-20 sections of WIC courses. WICs are currently offered across all schools. As WIC has increased, so has the number of students receiving the GWAR certification through WIC. WIC/GWAR certification rate is higher than WEPT. Students appreciate the WIC offerings, saying that they appreciate having upper division/writing intensive work that prepares them for graduate work and careers. SSU continues to offer WEPT, over 1000 tests with a 74% pass rate. K. Moranski notes that the number of wept tests has gone down by about 50% (from 3,000 to 1,600). Scott looking for guidance on next steps. EPC would like more information about WIC courses: enrollment in WICs, number of WICs that count for GE or a major requirement, how WICs are marketed to students; as well as considerations on when WICs should be offered to students, and the extra workload associated with WICs.

3. First Reading: Course Outline Policy Revision (C. Bacigalupa, TC 11:45)

C. Bacigalupa working on updating the course outline policy to reflect current practices. Cross-referenced existing policy with disability template to require consistent verbiage. Questions whether it should be a course outline or syllabus, the type of content EPC would like to see when a course is being proposed, a policy for online instruction, definition of learning objectives, copyright ownership for course outlines.

To be added: definition of learning objectives (on curriculum guide), clarification between syllabus and outline, statement on copyright ownership.

**Meeting adjourned 12:50 pm**

Minutes respectfully submitted by K. Springmier