

April 14 notes for EPA

Agenda/Consent Items

- All consent items have fall 22 dates
- Pull NAMS 346 from consent items (business item #6)
- Add overlay charge if time
- Dr. Sasaki may join us

10:06 AM Minutes and agenda approved

10:17 AM Welcome Lena McQuade

- First reading for WGS 398
- Overview for class
 - Name is - Careers and Internship for Women
 - 4 credit class with a 1 credit internship.
- Melinda brings up CS code and workload issues for faculty and that this might be a structural issue and maybe it should be a CS 36. Jenn suggests that CS 36 is up for interpretation. Melinda suggests we might need information from the Provost's office for clarification.
- Have never been able to secure assigned time for the internship work. This one of the contexts for pushing for this change.
- Emily asks what the policy states re CS 36. Lena responds that students will still fill out the internship contract. Jenn says, yes.
- It is 135 hours on site. Spoke to the provost about this about what would happen if they could not complete all this work in the semester. Could be an RP like for the thesis.
- Maddy asks about the delivery mode for the instructor. Online, hybrid, etc. Why was every possible learning mode for this clas?
- Lena says they are not wedded to having all possible modes available.
- Emily says EPC needs to check into the extra unit...how does the WGS possible solution fit into the internship policy.
- Lena says class is needed for students to graduate. Doesn't want the class to be held up b/c of the internship issue. Are now in an untenable internship situation in terms of faculty workload.
- Used Criminal Justice as an example. Jenn used the example of Chemistry where they switched from CS 36 to a regular class and that the workload actually decreased with the new format.
- Lena does not need to bring anything back to EPC but EPC has work to do on this.

10:15 AM Welcome Sam Cohen for 2nd reading of sustainability overlay and if time, discuss potential overlay charge

- Nothing substantial has been changed to the overlay charge. Here is [the link](#).
- Feedback from Social Studies supporting Sustainability and Environmental Resilience Overlay content criteria.
- Melinda: Overlays should be constant ,but this is work for the future.
- Motion to add a Yes or no question about whether the course is 3 or 4 credits.
- Maybe say, "Confirm that your course is 3 or 4 credits."
- Melinda agrees to change to motion
- **Maddy: Moves to approve**
- **Sheri: Seconds**
- **Motion carries. "Add a check list saying, 'Confirm that your course is 3 or 4 credits."**
- Both versions of AI and WIC will be sent to EPC via Emily by tomorrow.

10:25 AM Overlay Change Revision Proposal for GEORG.

- WIC is fine but test is no longer used.
- What are different ways the GUAR be met
- GEORG has been looking at different ways that GUAR can be met.
- Development of different ways this could be met and

10:33 AM: President Sakaki joins our meeting to thank us for our work and to make extraneous comments.

10:58 AM: Melinda continues with Charge revision and treat it as a first reading. Overlay is in charge of evaluation but not assessment of overlays.

11:00 AM Stefan joins the meeting to discuss Eng 207 314 and 315.

- Emily: Courses came through Dec 9 and pulled for business items primarily because there were no GLOS and for ENG 207 there was no assessment.
- Megan: GE decided to send the department the needed requirements but did not require the syllabus to come back
- Stefan: Wonders if prerequisite needs to be changed. Megan clarified that it is just a change in terms.
- Melinda: The two UD courses (ENGL 314 and 315) don't list the UD GE Area C prereqs in Curriculog
- Emily asks who fixes that. Megan says Emily can fix this. Melinda states that the says the implementation date is SP 21 so that needs to be changed as well. It should say SP 23.
- Jen: Some of the classes are being classified as Upper Division Area C. They can't go into effect into the next catalog. She suggests leaving the implementation date as SP 23.
- Melinda: Needs clarification of prerequisites. Change the prerequisites so they are all consistent with what is most current.
- Emily: Will make the changes in consultation with Emily.
- **Melinda: Moves to approve with changes regarding prerequisites**
- **Matty: Seconds.**
- **Motion carries. All three courses approved.**

11:15 AM: Discussion about delivery mode issues and online policy

- Memo saying no more delivery mode changes until campuswide online policy is approved and in place.
- Several courses are in progress. We need to handle these.
- Nams 3346 always had multiple delivery modes.
- Matty moves to approve Nams 346 course. Sergio seconds. Motion passes.
- Emily: Some courses are only delivery mode changes; some are both delivery mode AND other changes.
- Melinda: We need clarification of WASC memo and from the campus, clarification of their interpretation of that mode. What we understood in the EPC meeting matches the understanding of the GE Committee.
- Jenn: Not getting any information until we get clarification from WASC.
- Melinda: We are therefore still using the old policy.

- Jenn: Want to see rationale for changes.
- Matty: memo said, “We’re putting a halt on this.”
- Melinda: we need to be transparent, and we may need an EPC policy that may get folded into the university-wide policy. By fall have an EPC policy. “In light of the fact that it is taking a long time to get a University policy, we are going to use our EPC policy.”
- Emily: Ask if programs want to move forward without the online mode change, because we are staying with our memo.
- Megan: GE has been discussing wanting proposers to talk to GE if people are requesting multiple modes. When they are answering questions on GE Paperwork we want to know their rationale for different modalities.
- Emily: We are agreed that we will stick with the memo and see if courses in the hopper want to move forward without modality changes.

11:36 Cross listing changes

- Stacey: Thanks to Jenn for making the changes on the document.
- Melinda: It is a curricular document because it is required by the content criteria. It is something for which EPC should have oversight.
- Stacey: Will note that it was endorsed by EPC.
- Emily: Someone can vote to endorse.
- **Melinda: Moves to approve document**
- **Maddy: Seconds**
- **Motion carries with note that it will be endorsed by EPC**

11:38 WIC classes

- List of approved WIC classes is on the Google Drive.
- Emily: BUS 491 was added but is not seeing it. We are now approving these independent of the instructors
- Melinda: It is on my list. It is the most current.
- **Matty: Moves to approve courses**
- **Kristen: Seconds**
- **Motion carries**

11:40 AM: Lauran Morimoto and dropping Internship requirement

- Lauren: Requirements for new Internship Policy is not feasible for the department. They are not able to check out sites but cannot sustain this right now. Requirement is waived. Would like to drop the requirement.
- Melinda: Is deleting the courses going to get Lauren what she wants since it will be a degree change. Will need to make a program revision to remove. The order would be to get the program revision. Do it all in one package.
- Jenn: Chair will not need to do the ARR forms (Blanket exception) as long as the program revision is in process.
- Emily: We don’t need anything back from Lauren.
- Jenn: This is a serious problem right now.
- Emily: We will leave this in a first reading and revisit next time we meet.

11:54: AM: Stacey Bosick with updates

- Music Department is getting approval from NASAM and were asked not to use the term “Music Education”
- Have a change in the facilitation in the Master’s in Electrical Engineering has moved to stateside. Trying to set themselves up as a 4 + 1 program.
- Academic Affairs has applied for grants to help with student retention.
- Matty and Megan: We need a conversation about when classes should be made remote. We got an email at 10:30 AM that classes have gone remote.