

EPC Minutes – May 17, 2018

PRESENT: Laura Watt (LW), John Palmer (JP), Kathryn Chang (KC), Luisa Grossi (LG), Jennifer Lillig (JL), Chiara Bacigalupa (CB), Katilin Springmier (KS), Mark Gondrce for Tia Watts (TW), Debora Paterniti (DP), Karen Moranski (KMi), Katie Musick (KMk)

ABSENT: Christina Baker-Foley (CBF)

Approved agenda

Approved 5/3/18 Minutes with changes as indicated:

- 3rd paragraph: should add “not” and change 3 years to 5 years.

I. REPORTS

Chair's Report (JL)

a) Internship Policy

ExComm was concerned with the protection of the faculty. KMi had already drafted a temporary internship policy for the summer with all of procedures out, although our attorney was against of doing that.

LW: I am uncomfortable with doing that, prefer to stick with our attorneys' recommendations.

DP: wondering if drafting a temporary internship policy would jeopardize the faculty relationship due to lack of transparency?

JL: just want to pass the comments. Lots of procedures that faculty were upset about are not in the draft policy.

CB: if the policy does go forward, is it possible to set it as temporary one?

KMi: I called it draft interim (policy).

b) Curriculum deadlines for AY 2018-19

They are very similar to last year's. Any changes should email to JL

c) EPC final report

Updated report will be on moodle for you to review. KMk mentioned that there were 252 MCCCFS updates (normal) and 33 curriculum revisions (too much).

d) Syllabus policy and 48-unit pattern status at Senate

We are ready to the 2nd reading at senate today.

e) Syllabus policy suggestions from DRB

The Dispute Resolution Board (DRB) recommended adding a language – see the folder (DRB and Syllabus Policy.docx) for exact wording. The revised policy added suggested language to V.(F) accordingly. CB: it makes sense in context but students may be confused.

Suggestion to add “academic related” before “disputes” should make it clearer. No objections from EPC.

f) Online course offerings

KMi: several conversations happened (i.e. online courses at Nursing). SSU is at the bottom of the list of online course offerings in CSU during the regular semester.

II. CONSENT ITEMS

1. MCCCF's for review – all approved.

III. OLD BUSINESS ITEMS

1. Expedited proposals: BA and BM C- requirement (JP, TC 11:50)

There was a discussion about rationales of the proposal (JP), fall 2019 implementation date, and a need to change the language to tie the grade of C- requirement to specific courses. KMk raised a question about whether this is an enrollment requisite or catalog implementation? KMi suggested that to clarify with the department, put an enrollment requirement now and then in the catalog in the Fall 2019.

The department will fix the language to “All students need to get C- from the following courses” and send it to Katie.

o Some discussions about minor options (CB)

CB moved to approve with “removing the languages related to 3 semesters”, KS seconded, unanimously approved.

2. 2nd Reading: GE Revision Course Approval Policy (H. Smith, TC 12:30)

JL: like the idea not going to all schools without losing informal collaboration.

HS: The responsibility of GE subcomm: discipline evaluation and GE charge. Now we are doing both. The discipline evaluation is not part of GE purview.

KMi: the assumption of informal conversations across departments is not in process. Solution is to have a clear course procedure. Then we can talk about other issues such as resources.

LW: If you are proposing a course that is overlapping, it might be good to have the conversation with other (impacted) departments.

KMk: A process solution may resolve the issue. I could set up a google doc with a link so the proposal is made publically available to everyone for comments/feedback, especially to the school curriculum committees. All liked this idea.

EPC endorses the GE revision course approval policy, with no objections, for a year, adding the process piece (as suggested by KMk) and addressing it as pilot process. HS will get in touch with A&H and also work with GERS.

3. 2nd Reading: EPC Curricular Form Changes (TC 11:15)

- a) MCCCFs with instructions
- b) Course Proposal
- c) Template Course

KMk: Pull off common courses 199 & 399. The instructions may change in the future and will work on these during the summer. Internship 499 does not have limited units in writing (course description). Wondering if EPC wants to add the statement of limiting “8 units max” – for a blanked approval?

KS: would like to have more information. All agreed. JL put the request into Horizon items.

No objections to approve curricular form changes as specified above.

IV. NEW BUSINESS ITEMS

1. GERS update (TC 11:30)

The group distributed a packet; related materials were also on moodle.

JL: for summer communication, does EPC or GERS need to send out an email reminding people to check out the website (currently no URL) and schedules of summer meetings?

KMi: GERS should send out the email.

LW: would like to hear more about models and preference from the group

- o These models are most coming from ideas from the faculty retreat, studies of pros and cons of these models (see “review of Models and Directions –” with 10 learning outcomes, global knowledge, sustainability, overlay, distinctiveness / flexible / sustainable criteria.

JL asked if ten LOs would be too many. KMi: it is hard to do a GE program with less than 8-10 LOs. Mapping courses into these LOs and will find the gap during the process.

CB: can't take out some of LOs; will have questions from others to ask us to put back in.

LW: on LO #5, the wording may be changed to social science, physical and natural science?

JL: it looks like we have a good timeline. How do you see this going into fall semester?

- o bring it to GE in the fall. We need the conversation to occur but with a finite time. It is important to go through the governance process in the early fall.

JL: Can EPC get it by 11/10/18, sooner will be better, to make it in the catalog?

- o We could do the campus wide forum in the fall while in the EPC. Should also streamline the process between GE subcomm and EPC to encourage a positive attitude.

KMi suggested doing a graduate rollout of GE program with implementation in phases.

JL: November deadline is mainly for the catalog. GERS may come back in the first EPC meeting in the fall. Will stay tight communication about that.

2. Curriculum Deadlines 2018-2019

See JL report

3. Summary of EPC Spring Semester Work

See JL report

4. 1st Reading: Music Curriculum Proposals (JP, TC 12:05)

These revisions are proposed to align with the requirements of the National Association of Schools of Music. The current program has too many units. The proposed one took out mostly performance related units out of BA concentration.

CB concerned about reducing university electives as a result of these revisions and wondering if there is a way to do this without eliminating these units.

JL: it may have a problem with EO1071?

KMi: EO1071 states that 51% minimum of units must be in the core, not in the concentration. However, it is not a problem with this proposal.

JL: LOs look more like goals? LOs should be more measurable.

New first reading in the first EPC meeting next fall. We need some guidance on how to write learning outcomes.

Meeting adjourned at 12:50 pm

Minutes submitted by Kathryn Chang