

Educational Policies Committee (EPC) minutes

April 10, 2014

Members attending: C. Works (CW), M. Milligan (MM), L. Dippel (LD), A. Gillinsky (AG), N. Rank (NR), A. Nguyen (AN), F. Passon (FP), J. Kunat (JK), L. Watt (LW), T. Wandling (TW). Liaisons attending: Elaine Sundberg (ES)

Guests attending: C. Renaudin (CR), D. Roberts (DR), S. Horstein (SH), B. Warner (BW), J. Robison (JR), R. Rosen (RR), T. Lease (TL), L. Leveroni (LL)

Called the meeting to order 11:10 am

New member Alvin Nguyen SSP –

Correction to the agenda – syrce 9 GE course proposals not 10

Agenda approved:

**Business Items:**

1. EPC Email Voting Policy
2. SYRCE - ~~10~~ 9 GE Course Proposals (C2, Permanent, 4 units) (C. Renaudin) **11:40-12:00 TC**
3. SEIE Draft Curriculum Policy from APC (D. Roberts, S. Horstein, B. Warner) **12:00-12:30 TC**
4. BUS Project Management Certification Course (non-academic) (J. Robison) **12:30-12:50 TC**

Approval of the minutes – no correction to minutes from last time – approved

Reports:

Chair report –

1. Today's senate agenda, early childhood development proposal from our last meeting (3/27/14) is a consent item for the faculty senate, but the entrepreneurship certificate from business was moved forward as a business item because of the unit value associated with the certificate. Discussion about the policies and guidelines surrounding certificates for credit, focusing on how many units or courses constitute a certificate.
2. EPC was charged with assembling the materials for a discussion about certificates at ExCom without a timeline.
3. Summary of the president's announcement that he is committed to the following: 15 new hires, addressing salary inversion, filling 1.8 million deficient funding in faculty affairs, and providing professional development time for faculty and student scholarship. Discussion on these.
4. MM and M. Smith (chair of GE sub) had a meeting about how courses go through the governing process. The GE forms for GE course approval will come to EPC to be revised and approved. MM will present the courses that have been approved through this process to the Provost. Discussion followed mostly focusing on the work EPC and GE has done this year and the rate at which most courses go through faculty governance.
5. Update on schedule 25 task force to treat the schedules going forward as a pilot and workout the details to make this a improve this process. Discussion about how the system works and concerns about the system.

6. Moving forward to work with John Kornfeld, director of undergraduate studies, to work on the task force for undergraduate studies
7. MM is visiting the school curriculum committee meetings and collecting information and giving information about how the governing process works to move curriculum proposals forward.

TW-suggestion – work groups to make the documents that need to be formalized. Action Item: curriculum guide to be worked on this summer by ES and MM; TA policy to be worked on by TW and LW (no timeline), and certificates to be worked on by AG and ES end of summer start of fall.

## Business Item 2

1. SYRCE – 9 GE Course Proposals for area C2 – This course was approved experimentally at the last GE meeting but was taken to committee as a permanent course. The vote was 4 to 3 for permanent approval in support of this course. PASSED GE. There is a letter from the GE sub committee for the reasons and concerns about the vote split. First reading at EPC considering SYRCE course for area C2. C. Renaudin attended to present the course to EPC. The course has a large lecture of about 200 students and smaller seminar sections with about 25 students. Details of the course are both in the packet and on the Moodle page. Questions: TW – the learning outcomes in C2 are board and that GE/EPC is micro managing the faculty by asking for the specifics. JK - the course has a similar set-up to the already existing FLC but the numbers are specific to depts. and that is confusing and driving concerns with the GE sub. NR –Question for CR- Would you be disappointed in putting the course through experimental? TW – in terms of timeline will this be in the schedule? Yes it is in the schedule currently as experimental. Comment: Is it valuable to re-examine this again next year? LW – concern about how doable nature of the course is as designed and because of the complexity and the capstone component was 60% of the grade and wasn't clear how this assignment was conducted. NR – what does 250 students do to the total C2 enrollment.

Items for second reading:

1. There are a certain number of seats in the GE area C2, how does 250 relate to the total number of seats needed in C2.
2. Address the project aspect of the course flesh that out for the next reading
3. Committee members should look at all of the course syllabi to consider this as 1 or 9 courses.

CR – commented that there will be a public symposium at the end of the semester

Business Item 3 – SEIE draft policy. D. Roberts, Scott Horstein and B. Warner attended to present. Need to establish a curriculum committee in the school of extended and

international education which will help move things forward. The current draft hasn't been changed much but the document is cleaner.

Concerns and Comments before this moves to ExCom and approval by the Senate:

AG-EPC expresses great appreciation and gratitude for the hard work and dedication that the members of APC have put into this document.

Under 3G human resource issue - the SEIE curriculum committee needs one member from each school. There are general concerns from the committee that we don't have enough faculty to fill the seats of another committee. Suggestion by BW – can adjunct faculty be on these committees? Discussion about the role of adjunct faculty on committees, CFA issues, and issues with reporting.

3F if there is a course that comes from a person that isn't associated with a dept the flow chart should direct that course back to the appropriate dept.

NR – where does the curriculum committee sit? DR – it sits in the school (SEIE). Will the chair of this committee get release time? There was discussion here about which chairs of certain committees get release time and generally agreed that chairs of school curriculum committees don't get release time.

BW-Currently – any course that comes to SEIE immediately goes to the dept that is the expert in that course. The dept reviews the course and their feedback is considered by SEIE when allowing the course.

Motion AG second by NR – waive the first reading – passed unanimous

Second Reading:

Motion AG and a second by LW– strike the words tenure and tenure track from page 3 part G. Passed unanimously

TW called the question to pass the document - passed unanimously

Business Item 4 Project Management Certification Course – R. Rosen from SEIE and J. Robison from business.

Program consists of one course that would offer a certificate in Project Management offered for non-academic credit through SEIE. Details of course in packet. This course would allow students to be certified by SSU. Questions and comments: NR – the idea of the project management software, is that the type of experience you had before coming here? JR – was an inventory manager and was on a task force and other projects. MM – speak to the need for the additional SSU certificate. JR – discussed what other campus do and the training they get. They are trying to offer a value on the course, for example the software training and the value of the certificate.

TW – comment – Chris Dinno would be a good resource. What is the value of this program if the student doesn't pass the PMI exam? Not convinced that this needs to be a certificate.

FP – How many CEUs ? 4.2 CEUs

ES – will there be people in there that are doing an associate and others will be doing PM. JR- they both take an exam that is similar in questions but the associate is shorter.

Discussion about the value of the certificate as opposed to just having this as a course, including the SEIE draft document

JK waive the first reading NR second – no discussion- passed unanimously

Second reading –

LW – concern that all courses will have a certificate

TL – this is a course but also a certificate program

NR – move approval JK second – no discussion passed unanimously

Meeting adjourned 12:51 pm