

## EPC Minutes – September 27, 2018

Present Jenn Lillig (JL), Karen Moransky (KMo), Luisa Grossi (LG), Kaitlin Springmier (KS), Melinda Mulligan (MM), Breana Archie (BA), Chiara Bacigalupa (CB), Katie Musick (KMu), Kathryn Chang (KC), Christina Baker-Foley (CBF), Emily Ascencia (EA), Tia Watts (TW).

### Changes to agenda

- Music Curriculum pulled from the agenda – will be rescheduled
- Reports from schools added to new business
- Nursing MCCCCFs move to new business

### Minutes from last meeting approved

- Date stamps need to be changed
- CIP-Code - not zipcode

### Minutes from August 30th

- Alvin Nguyen needs to be removed from absent list
- Deborah Roberts collecting information about internships

MCCCCFs - Nursing has been pulled and placed on the new business agenda.

All others were approved.

### Chair's report (JL)

- Jenn went to a meeting of SEIE where she was demonstrating proper methods for completing curriculum related forms.
- SEIE asked about the correctness of leaving discussion sessions early now that class is "flipped". JL suggested that they talk to Professional Development about additional ways to utilize discussion session time.
- This led to a discussion of how forms should be filled out for On-line and Hybrid courses. KMo indicated that there is a need to address the issue of teaching for all of the time allocated to the course; especially for flipped classes. Our colleagues need to understand how to utilize the in-class time for activities, since otherwise, students perceive that they are not getting their money's worth. TW asked about workload; is time for taping considered a part of the course workload. Course mode is purview of the department, however, MM indicated that for winter and summer courses, time utilization is on the form. During the discussion, concerns about removal of pre-requisites for on line courses were brought up. (Definition of "flipped" course: lecture is on-line, students watch it before class, and then do hands-on activities during class.
- The internship policy draft has been completed; it is now with attorneys and others. It will eventually come to EPC.
- SEIE - would like to create more off-site degree programs - similar to Business Program at COM. - Before this goes forward we need policies and process.

- How do curriculum committees fit into faculty governance? S&F should be working on this; however, it needs to percolate to the top of their agenda.
- GERS – On October 25<sup>th</sup> there will be a preliminary first reading. Open meeting on will be held on November 8th. There was a discussion of getting information out. Seems like GE is getting "kicked up a notch" - not just ABCDE and that other aspects important to SSU are being incorporated.

#### Karen Moransky's report (KMo)

- There were 915 applications for Spring 2019 (application period extended by 2 weeks). This is a good number - hoping to enroll 600 transfer, PostBac, and Grad students in Spring 2019.
- Search for AVP for enrollment management, admissions and student recruitment is underway. Participation by Faculty is encouraged. Elias Lopez is chairing search. There will be three faculty members on the committee; also staff from admissions and recruitment.
- Fall 2018 - enrollment stayed stable - did not increase. It had been on a three year downward trend. Grad school enrollment is down. We need to think about new programs to support regional workforce needs.
- We are gearing up for big year in graduation initiatives; we need to prioritize efforts. There is more information to come.
- Gearing up for WASC visit in 2021. Need to respond to the seven recommendations they made in their previous reports; learning outcomes will be a priority for EPC. We will start the process with visit from WASC team in January.

#### Rheyne Laney - ENSP-BA. Discontinuance

- New majors - now phasing out old majors - need to discontinue majors and courses that are not needed
- ENSP major and minor and GEOG major are not controversial discontinuances.
- Double major in ENSP & ECON maybe more concerning. KMU - this is not a standalone program; it is more of a concentration so changes are behind the scenes. There are some unit counting issues involved.
- MM – This is a process issue as it was made clear during the development of the new programs that these discontinuances would happen. Ask Laurel Holstrom to send message to faculty - any concerns should be sent to JL. Email should state that this was in the original proposal for the new degrees. EPC vote will be on the meeting agenda for the 11th.

#### Karen Moransky's report (continued)

- Focus on graduate studies - building support in Academic Programs - donations for scholarships - tuition waiver programs.
- Feedback and concern about GE pattern (pink sheet). Which courses fit into which areas of GE. Advising website has been updated; working towards an electronic solution for real-time updating.

GE Report – None.

GIG-C has not met.

#### Nursing MCCCCFs - GE course

- We decided to offer a new GE course for Spring 2019 one time only.
- Nursing 370 - following old course approval process. Put into area D - supported by other schools. Have included Area D learning outcomes. Make sure seat availability is clear - some will be held for on-line Nursing students.
- MM - looks like they have properly completed the forms. However, GE indicated that they wanted the Nursing students priority restriction added to the course description.
- Restricted classes are confusing to faculty. Faculty would like clarification. Add to horizon list. KMu - this is addressed by pre-requisite structure – 50-word limit issue.
- Dennis Goss is working on this - need consistency. Currently in footnotes.
- KS - GE asked that the course limitation to Nursing be visible to students.
- JL - Since this course is not going into the catalog - will students see this on-line? KMu - Yes. When will seats be released? Nursing says "For the first week of registration" - manually opened - students can waitlist the course. Need a standard definition for this - can we address this now? Tabled for a bigger discussion.
- KMo - there are some procedural issues that need to be addressed.
- JL - Huge variation in offerings of UD on-line courses over the year. (A lot in summer - fewer during semesters.)
- Is NURS 370 ready? GE approved.
- MM - moved to waive 1st reading - no discussion - so, in second reading.
- CBF - Other departments have not been permitted to hold seats. Is this an issue? JL - it is happening all over campus - a grey area. Hopefully will be addressed by a GERS recommendation.
- KMo - GERS will hopefully address the inconsistencies regarding holding seats. For Nursing, this is a graduation issue. Everything will change next year.
- Discussion of what needs to be included in upcoming pre-requisite and course restriction discussion.
- TW Move to approve, CBF seconded - approved by voice.

#### WEPT vs WIC Discussion

- WIC is doing well; there is increasing in faculty participation.
- 50-50 participation in WIC and WEPT.
- Now what? If we get rid of WEPT - will need to double number of WIC offerings. All departments would need to offer WIC courses.
- What does EPC want to do? Do we charge Scott Miller with moving this forward - addressing issues and getting input.

- KS - Does taking WIC in last semester affect ability to graduate? This needs to be clarified.
- CBF - faculty reluctance to offer WIC courses - is it a workload issue? Are there resources that could be directed at this?
- MM - do departments not offer WIC courses because of resources and the 25 student limit?
- WEPT Policy - should become a GEAR Policy - to include WEPT and WIC. Maybe revising policy could drive some of the discussion of these issues.
- KS - do faculty feel that they are equipped to teach a WIC course?
- JL - She has taught a WIC - got a stipend and a lot of support. (Stipend was support for required training - one time only.)
- KMo - Stipend continues for training - no ongoing support. She stated that, "WEPT is a really bad thing." It does not assess a student's authentic writing ability and the type of writing a student should do for their discipline. SSU is one of the last to use WEPT. A visiting writing specialist suggested that we get rid of the WEPT ASAP.
- Other possibilities - signature assignment submission to paid readers. There are larger issues involved here. We have support for writing assessment.
- JL - summary - more information about barriers. Policy no longer correct. Should we put together a survey? Ask Scott to do it? Yes. Resources being put into WEPT transferred to WIC?

#### ARTH Minimal Adjustment 1st reading (JL presenting)

- Moving senior thesis is an additional 2 units of UD course work
- Removing Honors designation for ARHT 494 (required)
- Deleing ARTH 491H - moving writing into 492.
- MM - unit count questions - should they be ranges? 32-34 in the Major? KMu - If optional, only held to minimum.
- KMo - Catalog language should outline consequences of taking the Honors Thesis.
- KMu - Unit counting inconsistent across campus.
- CBF - Page 2 - Proseminar 490H needs to be changed to Seminar 490.
- MM - Use minimum language - "Minimum Total" for unit counts.
- JL - 2 additional units needed to complete Senior Thesis.

JL asked that School Representatives ask their school curriculum committees about PERC software.

Meeting adjourned at 12:50.