

Educational Policies Committee Meeting Minutes (Via Zoom)

April 2, 2020

Members Present: Jenn Lillig (Chair) (JL), Christina Baker-Foley (CB), Kathryn Chang (KC), Sheri Schonleber (SS), Kristen Daley (KD), Matty Mookerjee (MMo), Kaitlin Springmier (KS), Melinda Milligan (MM), Emily Twisselmann (ET), Luisa Grossi (LG), Karen Moranski (KMo), Katie Musick (KMU)

Meeting called to order by JL.

Agenda approved.

Minutes approved (March 12).

Business item: Elect EPC Chair 2020/2021: JL shared that the committee needs to elect a new chair for next year. JL will not continue next year.

Discussion Items:

FLCs are supposed to come through for fall. If good faith efforts are shown by departments it is OK for area C and FLCs to be offered under old criteria fall 2020. During fall 2020 some are scheduled the old way and some are schedule new way, but everyone is getting into queue now.

JL asks for feedback on holding GVAR and CRS open forum this semester (zoom). KS says it would be a good idea. JL agrees to schedule it and send out zoom.

Information Item (M. Jolly): Emergency processes and requirements for grades and withdrawals.

First reading.

What can instructor do if course is in graded mode? For this semester only, student can change to credit/no credit regardless of how the class is coded in the system. KMo: Specific needs around credit/no credit for departments are being considered.

Withdrawing from classes during spring – waiving \$20 fee and reduced number of signatures required to withdraw. Students who want to withdraw after spring semester has ended can petition to withdraw retroactively – only from this semester and only up to fall 2020 semester. Students on probation will not be disqualified.

Registration procedure is simplified for students petitioning for more units.

Consent Items

Consent Courses: BIO 130S, BIO 218, BIO 240, Math 165, Math 165X, CS 391, GEP 310, GEP 320

Batch approval of scheduled 2020 summer school courses for temporary online status in light of coronavirus. Grants temporary online status for courses listed. Some courses were removed - if departments/instructors did not want to offer courses online.

All Approved.

Old Business Items:

2nd Reading: Internship Policy- Apr 16 goal

Discussion about 45 hour on-site policy – does this need to all take place on site? CB: Would like to allow for flexibility with some of the hours being used for faculty to work with students, rather than all being on site. KD: 45 hours on site still allows room for faculty to work with their students above and beyond those hours. KMo: Having a minimum number of hours on site would be more helpful for consistency and clarity. JL: Encouraging depts. to write their own policy. CB wonders how this may impact departments who may not be represented at the present meeting but are currently offering internship courses that include on site work as well as work with faculty. JL states that there is only one faculty member who has expressed interest in some of the hours being used to work with faculty, instead of on-site. Perhaps this should not be coded as an internship course.

JL takes straw poll that indicates that most members of the committee are in favor of the language stating that there will be 45 hours on site.

JL: There was also a question about the policy that no more than 12 units of internship credit should be applied toward degree. No concerns are expressed from committee.

EA: Not all questions are being addressed. Do we need to just move forward regardless of unanswered questions? JL suggests that the best place to discuss these may be the senate. KMo: Is anything a policy (rather than a procedure) issue that we should address here and now? EA: would like more time to look through policy again. At least one program would like more clarification.

JL: We'll spend the next two weeks thinking about this and getting feedback about policy.

2nd Reading: Spanish and French Curricular Changes (TC 11:40 J. Reeder). Moved to 12pm.

Discusses ACTFL language survey. Also, MLA has data on students who are enrolled in credit-language courses. Three COPLAC institutions have no language requirements but all other do.

JL: Academic programs wondered if this would impede graduation. J. Reeder: Survey of current students at SSU showed that they would not have been dissuaded from choosing the major if a second language had been required.

MM: what are the second majors of the students who are currently double majoring. Reeder: All over – not limited to any one discipline.

Jenn calls for vote. Passes.

2nd Reading: GEOL 302 (TC 12:00 M. Mookerjee). Moved time to 11:40.

Whether this meets expectations of an “upper division” course was the major question from first reading. No comments from committee.

JL calls for vote. Passes.

New Business Items

Curriculum Forms (TC 12:35 K. Maniweller)

New program form uses template from chancellor’s office and CSU campuses. Chancellor’s office supports standardizing forms across campuses. Enrollment and budget projections template is included – just for *new* programs.

Significant changes: 2021/22 new program form, program revision form, academic reorganization, and elevation to full degree (usually from concentration to degree).

We publish on March 1, all old forms will be deactivated and new forms will be activated. After March 1st, everything will be in addendum.

JL: EPC can review and vote at next meeting.

1st Reading: Area D Content Criteria (TC 11:15 K. Springmier)

MM: The word “science” is missing in memo (but not in document) - third paragraph. No other comments.

1st Reading: Withdraw Policy (TC 12:20) (M Jolly)

University standards committee had already been planning to revise policy - Error had been present for a while. Info on language for total withdraw will be corrected.

New online form – qualtrics survey takes students through all areas (housing, financial aid). There will be a single link for everyone to use that will take them to introductory survey to route students to the correct withdraw document.

Notes that “attending class” includes *online* classes.

Only *policy* change was for total withdraw because it was wrong

KD: motion to waive first reading. MM seconds.

When will chairs get info? The emergency info will be sent out this week. Policy needs to go through governance.

KMu suggests using “and/or” language for online and face to face to make room for hybrid courses
Passes.

Meeting adjourns 12:50 pm

Submitted by: Christina Baker-Foley