

## **EPC Minutes**

**September 26, 2019**

**Meeting started at 11:00 am.**

**Members Present:** Jenn Lillig (JL), Letha Ch'ien (LC), Christina Baker-Foley(CF), Sheri Schonleber (SS), Kristen Daley (KD), Matty Mookerjee (MMO), Bryan Burton (Proxy for Emily Asencio), Kaitlin Springmier (KS) Melinda Milligan (MM), Melissa Kader (MK), Luisa Grossi (LG), Ex officio: Karen Moranski( KM), Katie Musick (KMU)

**Guests Present:** R. Eyler, T. Targett, K. Jaffe, S. Haylett

### **Approval of Agenda:**

ES postponed for two weeks (10/10/19). Added B1 and B2 Content Area Criteria subject. Agenda approved.

### **Approval of Minutes:**

Minutes approved with no changes.

### **Reports:**

#### Jenn Lillig

Started up GE series. Sent out report to all members that would be assessed. Will push out another email. Will send out calendar with dates for each school regarding GE revision.

#### Karen Moranski

Graduate Studies Committee is working on goals for graduate education. Working to develop goals for graduate education. Will be working with all graduate programs to make sure they have clear gradual learning outcomes.

### **Information Items:**

None

### **Consent Items:**

Sign off on MCCF's review.

### **Old Business Items:**

#### 2nd Reading- Discontinuances, Minor and Certificate in Gerontology

Gerontology appendices will be scanned as supporting documents. Letter from community on the importance of Gerontology department in 2015 will scan as supporting documents. Point

brought up by Melinda - At the point enrollment had spiked the school did not support the program. The advisor at time was directed to steer students away from minor and was phasing it out. Motion and approval for amendment of the Gerontology statement to say the program has faded because of a lack of resources. Melinda will include her testimony in the documents.

### 2nd Reading- Off-site proposals

EPC needs to decide how we want to send this through, individually or as a package. We are not creating curriculum, just added this classes to off-site locations. EPC had wanted four things addressed after 1st reading, those included being explicit about hiring protocols for both programs, providing more information and specificity on LIBS assessment protocols and latest program review, providing comments on faculty resources on both programs in the balance of tenure and faculty engagement, and providing information on success of past programs. Cover sheet provided evidence from appendices. Logistical issues that need to be addressed would be making sure facilities are ready for our students and ensuring continued oversight of the offsite locations. Some of the courses included in this proposal are ones in the LIBS and BUS department. A question brought up is how do we know the same standards are being enacted in all locations. Approved recommendation of Offsite Proposal with changes to include year presentation on how offsites are running, the role of SEIE programs and curricular studies.

### **New Business Items:**

#### 1st Reading- Discontinuance Reading and Literacy Leadership Specialist Credential

Main reason for discontinuance request is because they have met community needs and there is no longer an interest. Numbers significantly dropped in this credential. No students currently in program. Kaitlin Springmier asks for letters, meetings minutes, statement from the chair of that committee covering the discussion. Jenn Lillig asks for MCCF's, statement from chair, and additional explanation for resources and interests. Matty Mookerjee asks that no student enrollment is shown in table. Will send blast to campus community regarding proposed discontinuance. Will have a second reading at the next meeting (10/10/19).

### **Discussion Items:**

#### Status Discussion: Internship Policy

Current draft internship policy is open for additional recommendations. Comments from faculty fellow will be put on drive. Comments and recommendations from departments can be found on google document. This policy is not about managing faculty risks, it is about how we place internships.

#### Status Discussion: GE and Community Engagement

Working on community engagement document.

**Meeting adjourned at 12:52 PM.**