

EPC minutes May 5, 2008.

Present: Thaine Stearns (chair), Steve Bittner, Sharon Cabaniss, Charles Elster, Lynn Morrow, Kirsten Ely, Karen Brodsky (recorder), Lillian Lee, Carmen Works, Dolly Freidel, Carol Blackshire-Belay.

- 1) Agenda was approved
- 2) Minutes from April 24, 08 were approved

**Consent Items:**

EPC unanimously approved sending the Criminology and Criminal Justice Studies letter to the Provost stating EPC's support of CCJS's successful program review.

**Reports:**

Reports were postponed due to a number of business items on the agenda

TS passed out new assignments for program reviews to be completed by next meeting.

**Business items:**

- 1) Revision to Political Science 2nd reading.  
Andy Merrifield came to present for the second reading of revision to Poli Sci. He had been given three questions from EPC based on discussions from the first reading. EPC had questions about data, paths to graduation, and prerequisites. Merrifield provided written notes about the proposed change. He said the data was not available that the department did not have the time or resources to go back and look at 30 plus years of experience, however it is the faculty conclusion that this proposed change is the best approach in order to ensure students are better prepared for their advanced classes. On the second question that of path to graduation, he said there has been no change, therefore they have not created scenarios. In terms of the third question, that are prerequisites, he said the department had examined that possibility, but it would create a huge bottleneck as the department does not have the resources to offer 303 and 304 twice a year. He stated that what the department was trying to accomplish was having a higher percentage of students take courses in this manner and improve their preparedness that way. He also said that they are going through program review right now and the external reviewer is very positive about this approach. It was moved and seconded to approve this change; EPC vote was unanimous, and T. S. will put it on the consent calendar for the executive committee and the Senate.
- 2) Program Review: History  
Michelle Jolly presented a History department program review. MJ stated that the program review process was helpful. It gave the department an opportunity to articulate the need for at least one faculty member to teach modern Middle East or Africa. They also acknowledged gaps in US history such as colonial and military. In the next three to four years, they will also need to replace a faculty member for ancient history.

3) Program Review: Economics

Sue Hayes came to present the program review for the Economics department. She noted that since the review had been written the Econ department had received funding for the STATA software. The department, and the external reviewer, highlighted the issue of salary inequities. The department is having a difficult time recruiting and retaining new faculty due, in part, to this wage differential. The current faculty are able to teach across multiple areas in the curriculum, however, the addition of two new faculty would ensure the continued depth and breadth of their curriculum.

4) Proposed discontinuance of M.A. in art therapy

T. S. said that a discontinuance must be passed by the Senate therefore, EPC must vote on the discontinuance. GSS approved this discontinuance but asked that EPC develop a statement with appropriate language before sending it on to the Senate. Present discussing this topic were Laurel McCabe, chair of the Psychology department, and Dean Mark Merckel from Extended Education.

The Psychology department stopped admitting students in fall 2006 and the current cohort should finish this spring. Because the department does not feel it can add a counseling component to the art therapy emphasis, it feels it is no longer a viable option to offer students this concentration. M. M. said after discussing this issue with various people in his school, Extended Ed is in agreement. After much discussion as to the rationale for the discontinuance, T. S. reminded the committee that based on the curriculum guidelines EPC must move for discontinuance. It was moved to recommend a discontinuance of the art therapy emphasis of the M.A. in psychology; which was seconded; and passed unanimously.

Based on this discussion, it was suggested that the curriculum guidelines should be looked at to develop better language for suspending programs. T. S. said that Laurel Holmstrom is working on guidelines and Carmen Works, as Fall chair of EPC, will bring the discussion forward in the fall of next year.

5) English 99 in English 30: Course change and course deletion proposals

TS give a brief overview of the contents of this proposal as the group waited for the English department representative to arrive. He said the department had been doing a pilot of combining English 99 and English 30 for the past year. The results were very positive. The proposal before the committee had two components. The first was to change English 99 to four units and the second was to drop English 30. There was concern that the students who would have been enrolled in English 30 would be losing out on writing instruction hours. (Works took over as chair as T. S. became a representative for the English department). TS said the English department was confident that through the tutorial with the writing center and the change in writing pedagogy that this approach was more successful for the students. He also said the English department is not supported for writing coordinator which impacts the level to which the English department

can offer remedial writing courses. After some continued discussion about concern for students who would have been enrolled in English 30 ????? EPC approved the change of English 99 to 4 units and approved cancelling of English 30.

### **Special Report:**

#### **Graduate Studies Subcommittee Update**

Margie Purser came to give an update on the GSS committee from the past year. She said that the committee was primarily involved in two areas -- conventional committee business and committee activities and projects. For conventional committee business, the group had approved a M. A. in Spanish and a M.A. in Organizational Development. They also looked at an M.A. in psychology. In doing this work, the committee realize that policies for graduate students needed to be updated.

Under the second order of business, that of committee activities and projects, MP reported that they've been working with graduate admissions on various things including notification timelines. This is extremely important for many reasons, including scholarship notification. The GSS committee also had a report from International Admissions, the Library about an institutional repository for theses, and various other groups specifically addressing internal monitoring of issues related to graduate studies (graduate coordination, program review, admissions, scheduling are just some of the areas that need to be assessed).

Some of the activities from this past year include a graduate research showcase, which is well attended and plans are underway for improvements for next year. They have also been looking at issues in the CSU such as the differential that grad students generate a 1.25 FTES and the approved differential for the MBA program. The committee has also discussed their ongoing reflections about the WASC process and where graduates programs fit in that process. It was clear to many, after participating in the WASC review process, that a strategic plan for graduate studies should be developed. The committee is also developing a website (URL to be determined), a listserv, and other types of activities that can help with communication and discussion as the committee only meets one hour every two weeks.

Q&A from EPC members included such things as counting units, which is related to workload issues. MPs said is not an easy solution for this, but they have been looking into it. Any additional questions should be sent directly to Margie and/or Thaine.