

Educational Policies Committee

Dec 14, 2017

11:00-12:50 – Academic Affairs Conference Room (Stev 1040)

Present: Melinda Milligan, Christina Baker-Foley, John Palmer, Kathryn Chang, Chiara Bacigalupa, Jennifer Lillig, Tia Watts, Laura Watt, Kaitlin Springmier, Jason Gorelick, Luisa Grossi, Katie Musick

Vistors: Stephanie Dyer, Mike Visser, Andy Wallace, Doug Leiblinger, Brian Wilson, Adam Hill, Adam Zagelbaum

Call to Order at 12:03 pm

Agenda Approved at 12:04 pm

Minutes from Nov 30 approved as submitted at 12:06 pm

Reports

1. AVP, Academic Programs — K. Moranski
 - a. WASC: Have received date for meeting before commission. Will receive timeline for interim reports and next accreditation at this meeting. All four standards were met “without concern.”
 - b. The AVP has been working with admissions to bring that unit back into Academic Affairs. Drawing up a job description for a faculty Director of GE/Undergraduate Studies. Analogous to position previously held by John Kornfeld. Job description to be reviewed by both GE and EPC.

Consent Items

No consent items today.

Old Business Items

1. Revision: Philosophy BA (A. Wallace) **TC 12:00**

Addressed requested changes, as follows:

- Included old catalog copy
- Included new catalog copy
- Identified service courses that would fulfill service requirement
- Included sample 4-year program
- Included letter from Dean Stearns regarding resource implications

New catalog text will completely replace the old text.

Katie will merge all documents into one PDF before the proposal goes forward to Executive Committee and Senate.

Chiara moved to approve revised approval. John seconded. Unanimous approval.

2. Revision: Music Education (D. Leibinger, B. Wilson) **TC 12:30**

Made the following revisions based on discussion last time:

- Added a section on assessment
- Used color to code catalog copy changes, including the addition of a 4-year sample program
- Added learning outcomes

John moved to approve revised proposal. Laura seconded. Unanimous approval.

3. Expedited: Counseling MA (A. Hill, A. Zagelbaum) **TC 11:50**

Made the following revisions based on discussion last time:

- Added example to clarify the nonacademic competency
- After the example, added the following phrase in parentheses: “see program handbook”
- Revised description for 515B – these changes will appear in the handbook and the catalog
- Added an explanation of how the revisions will be disseminated to relevant parties

Jenn moved to approve revised proposal. Laura seconded. Unanimous approval.

4. Memos from GE

The General Education Subcommittee has prepared two memos with suggestions regarding two issues that have been under discussion.

- Memo 1: Addresses the need to make clear who has access to upper division courses, especially in light of EO 1100. For example, course descriptions should say junior or senior only.
- Memo 2: Addressed the sentiment that GE courses should be open to all students, with no pre-requisites or saved seats for majors.

Jenn requested that EPC representatives seek feedback from their schools and bring to the *first* EPC meeting in the spring.

Regarding Memo 2, Katie commented that 30-40 students per semester do not hit the 60 units and have to retake the upper division GE. The current “policy” that students can complete 60 units in the semester that they finish the upper division course is not in the catalog and is only listed on the GE pattern.

Melinda will forward the memos to the EPC representatives so that they can share them with their school faculty. Karen will take the memos to the Deans.

Regarding the make-up of the GE Task force, Structure and Functions supports having the GE task force be constituted as an ad hoc committee of EPC so that it stays rooted in the curriculum approval process. Senate wants a focused re-visioning. GE has declined to take on the revision task and asked EPC to create a task force. The idea on the table is to have interested members of GE and EPC serve on the task force.

There will be ways for faculty who do not serve on the task force to provide input. The faculty retreat in January is to be focused almost entirely on GE. EPC will make suggestions about how to include faculty input as well, for example by recommending that a series of forums or other avenues for discussion are set up.

Timeline: Will have to act somewhat swiftly in the fall so that departments can reconfigure courses, etc. Program needs to be approved in Fall '18 in order to be able to offer some preliminary courses in Fall '19. This may require that the task force complete work over summer 2018.

No objections to creating the task force were expressed at the meeting. If there are some, they should be sent forward soon.

New Business Items

1. F17 EPC Report

Melinda provided a draft interim report of 2017-18 EPC business completed so far. Jenn will complete and present the report in the spring.

2. Expedited: Early Childhood Studies (C. Bacigalupa) TC 11:10

Chiara Bacigalupa presented the proposal. The proposal outlines removal of elective courses housed in other departments that are no longer taught, addition of EDMS 419 (pre-req for the multiple subject credential program) to electives list, add eight new elective courses that have been previously taught as special topics, and establishing pre-requisites so that students understand and are prepared for expectations in field courses.

It has been difficult for ECS students to get into electives housed in other departments. May be an issue that EPC should highlight in future proposals – perhaps departments should guarantee seats when other majors want to use their courses to fulfill requirements.

Laura moved to waive the first readings. Jenn seconded. Unanimous approval.
Laura moved to approve the proposal. John seconded. Unanimous approval.

3. Expedited: LIBS Hutchins (S. Dyer, K. Musick) TC 11:20

Stephanie Dyer described the proposal, which responds to changes to the multiple subject credential program – these changes necessitate changes in the Hutchins blended BA/Credential program. The Multiple Subject revision, approved last year, raised the number of units in the credential program, but blended program needs to stay in compliance with CSU mandate to have no more than 135 units. Thus, in order to meet both requirements, Hutchins was required to cut units from the undergraduate track. The proposed changes are as follows:

- Allow current requirement of EDMS 470 to be met by the new course, EDMS 419. EDMS 470 no longer exists and was replaced by EDMS 419.
- Remove EDMS 200. EDMS 200 helps students to determine if they really want to be teachers, but these objectives can be met with EDMS 100, which stays in the program
- Remove LIBS 208 OR LIBS 209 OR LIBS 308 – this is a major requirement that exists for other tracks – not needed for this particular track. These courses do not meet state requirements for credential students
- Remove LIBS 320D. Same as previous bullet.

These changes need to be in place for Fall 2017 – Katie can retroactively adjust the relevant ARR's.

Laura moved to waive the first readings.
Jenn seconded. Unanimous approval.

Question about how many courses are being removed from this track in bullet #3.
Stephanie clarified that in the existing program, students only take one of the three classes. Thus, it is a net removal of one course for any particular student.

Laura moved to approve. Jenn seconded. Unanimous approval.

4. Discontinuance: ECON Concentrations (M. Visser, K. Musick) **TC 11:30**

Mike Visser presented this proposal which cleans up an existing practice, but requires the discontinuance process. In 2013, the ECON concentrations were removed from the catalog, but the paperwork cannot be located. Students weren't seeing the concentrations in the past, but now all concentrations have to be in the CSU database so that they appear in the new CSU Apply application. With this switch, prospective students are now seeing the concentrations, even though they do not really exist.

No students would be affected by the discontinuance. Courses still exist for students to take them if they want to. Students apply to the major, but not to the concentration. Concentrations do not have market value for graduating students. No resource implications. All courses are within the department.

EPC discussed whether additional information would be needed to make a decision; no need was identified.

Laura moved to recommend discontinuance. Kathryn seconded. Unanimous approval.

5. Expedited: SOCI Major+Minor (M. Milligan) **TC 11:40**

Melinda Milligan presented this proposal. Paperwork does not have signature from AVP of Academic Affairs, but Karen indicated that she will sign.

Changes to the SOCI Minor

- Extend current major declarations to the minor so that they are parallel: 2.5 GPA and passing a sociology course with a minimum grade of C-. This will prevent students from declaring the minor and then getting into the major through the “back door.”
- Reduce the minor to 19 units. Currently students often lack the last unit, because SOCI 201 is 3 units. SOCI does not offer any 1-unit classes, and lowering the number of units will eliminate the need for students to take a 4-unit course in order to get this last unit.

Changes to the SOCI Major

- Enforce the existing prerequisite of SOCI 201 for SOCI 300 Sociological Research Methods. Make this requirement more transparent so that it is in the course descriptions and not just in advising materials.
- Remove SOCI 201 as prerequisite for SOCI 375. This requirement has never been enforced, and the department would like SOCI 375 to in fact be open to all, since it is a GE course.
- Add/revise pre-requisites for SOCI 498 (Senior Seminar, capstone). Add statistics requirement as a pre-req to senior seminar – this requirement has been in place since 2015, but students haven’t always taken it. Also revise the requirement that students have “13 additional sociology units” before taking the capstone course. This requirement is not always enforced because it slows down students who have 12 units. Overall, the department is trying to ensure that students are prepared for their last semester. Students can still condense coursework if needed.
- Catalog does not explicitly say students need a 2.5 GPA and to have declared a sociology course with a minimum grade of C- to declare the major. Requirement has been in place since 2015, but it is not listed in the catalog.

The question was raised whether prerequisites should be an MCCCCF approval or require curriculum revision. Workload issues for Dennis and Katie.

Laura moved to waive the first reading. Jason seconded. Unanimous approval.

Laura moved to approve. Chiara seconded. Unanimous approval.

6. MCCCCFs for Review

- GEP 497 and PSY 302 – no objections
- MCCCCF with Earlier Signatures Pending – no objections to MCCCCF's being approved pending signatures have been obtained and with the following changes:
 - Change ARTH 430 MCCCCF because it does not list the title consistently
 - Check that BUS 491 teaching mode was changed to what was actually intended.

Meeting adjourned 12:53pm