

EPC MEETING MINUTES

OCTOBER 27, 2016

Present: Melinda Milligan (MM), John Palmer (JP), Andy Wallace (AW), Kathryn Chang (KC), Chiara Bacigalupa (CB), Jennifer Lillig (JL), Tia Watts (TW), Patrick Jackson (PJ), Alvin Nguyen (AN), Briana Taggart (BT), Luisa Grossi (LG), Katie Music (KMusic)

Absent: Karen Moranski (KM), Caitlin Plovick (CP)

Agenda approved with addition of new business item
No minutes to approve

REPORTS

Chair Report: Melinda Milligan

MM updated the committee regarding the status of the Film Studies M.A. proposal. It will be reviewed at Senate today. The proposal went to EXCOM last week MM reported to them that EPC approved the proposal with one abstention. MM recommended with EPC support that the proposal be placed on the Senate agenda as a business item because it needs full vetting due to its unique funding model. EXCOM agreed. They requested MM revise the cover memo regarding the proposal to address how SEIE programs are funded.

CONSENT ITEMS

There are 6 MCCCCFs for review on Moodle. There were questions regarding the Music 359 and it was pulled off as a consent item for further review.

REVIEW OF DEPARTMENTAL MQID RESPONSES

MM distributed a packet of school MQIDs summaries. KM outlined a summary of key indicators across all graduate programs. MM would like the committee to use this model when reviewing MQID patterns for undergrad programs across all schools. The summaries should include examples of these patterns. The committee took some time to review schools and look for patterns in each of the three MQID areas. Time only allowed for discussion of the first two areas.

Meaning of the degree

- All have capstone projects
- Multiple or diverse pathways to get through degree
- Core vs. elective
- Many ways to prepare students for success after graduation including grad school, careers and professional development.
- Critical thinking
- Experiential learning
- Interdisciplinary connections
- Social justice
- Participation in the community,
- Ethical issues and decision making

The committee also noticed some areas that were missing from the Meaning of the Degree.

- Ethical emphasis
- Social diversity and preparation for changing future

Quality of the degree:

- Critical thinking
- Research
- Writing
- Reference to rigor
- Involvement in research process working with faculty
- Internship, practical application, real world experience, service, community engagement
- Practical hands on
- Appropriate standards adhering to disciplinary standards and work to follow those
- Skill development to prepare students for grad school or work.

MM will set up a Moodle page to continue the dialogue about the rest of the patterns.

OLD BUSINESS

Economics BA (Revision to Current Program)

Michael Visser presented additional clarification to the Economics B.A. revision proposal originally brought forth at the last EPC meeting. Currently Statistics is required as a prerequisite to the major, but the department would like to include Statistics as part of the major requirements not a prerequisite. This revision does not make a substantial change, but it will make it easier for advising and clarifying the major requirements. AW moved to approve the Economics BA revision to current program with recommendations, PJ seconded. Approved.

NEW BUSINESS

Writing Intensive Course Approval Process for S17

Scott Miller (SM) presented a proposal regarding an approval process for Writing-Intensive Curriculum Courses (WIC) for spring 17. This is a time sensitive matter to use Graduate Initiative Grant (GIG) funds to subsidize WIC courses. Scott handed out a list of potential courses for spring 2017. WIC courses appear to have a higher passage rate than the WEPT. SM discussed the Writing Coordinators Ad-Hoc Committee, who they are and how they support the WEPT and WIC programs. SM shared the Call for WIC proposals for spring term. The call will go out campus wide and open to all departments. Interested faculty can submit proposals to the Writing Coordinators Ad-Hoc committee who would develop standards and procedures and authorize what makes a WIC course. MM said there are two things that are important to EPC, one that the option to participate be available to all faculty on campus and second, that there be funded training for faculty who participate in the WIC program. It was suggested that the Writers Coordinators Ad-Hoc Committee continue to coordinate the vetting processing of WIC courses then MCCC be submitted to EPC for review. It was also recommended that an option be added to the MCCC to select if a course is WIC approved.

JL: Her concern is the due date of November 10th. This tends to be busiest time of semester and proposing a new WIC course by that due date seems tight. There is also the concern that the spring schedule of classes will go live soon and students will need to know which courses are WIC. Can approval process be a little more flexible this first time? How do we communicate these course offerings

to students? Scott stated that there is some flexibility with the due date. Maybe a communication to students can be sent out to let them know of these courses.

AW: Asked Scott if he envisions these courses as permanently listed as WIC courses? Scott's response is that it is up to EPC. WIC courses will need to be reviewed on a semester by semester basis. Scott agree to report back to EPC each semester. EPC recommends the WIC program move forward for spring 2017. All in favor.

Discontinuation Proposals: Water Resource Management Concentrations, ENSP BA & BS

Daniel Soto(DS) and Laura Watt (LW) presented their proposal to discontinue the Water Resource Management concentrations for the ENSP BA and BS majors.

Discontinuances do not need to have a first and second reading. Once EPC receives the proposal EPC decides what information they need to recommend or not recommend this discontinuance to the Senate. Information collected can include constituent comments in public hearings. There was discussion on the history of the Water program and its current state and reasons for discontinuance. DS/LW stated that they received letters from all the departments that would be affected by the discontinuance. All were sad to see the program end, but understood the reasoning. Geology is in a unique situation because one of their courses is a core requirement for the water program. They have concerns that the class will suffer because about half of the students enrolled are from the water program. DS/LW are hopeful that students will continue to be interested in this course. AW: Do we have an option to suspend the program instead of discontinuing it? DS/LW: No. MM suggested that one thing the committee can do is decide if they want additional input to make a decision. CB: Suggested that EPC give the public, students and faculty a chance to weight in about the discontinuance. LW supports that idea. MM suggested EPC have a blog for public comment and send a message campus wide for feedback. EPC will determine how to get the message out to the larger community. Once all the feedback is collected there will be a public hearing at an EPC meeting.

Revision to Academic Probation, Disqualification, and Progress Policy

Michelle Jolly (MJ) presented the first reading of the revisions to the Academic Probation, Disqualification, and Progress Policy. The policy lays out the rules which determine how and why students go on academic probation or are disqualified and under what circumstances they can be reinstated to the university. The policy was last revised in 2009. There were three main areas in the current policy that needed clarification. The first was the distinction between rules for undergraduate and graduate students. Second, students were barred from taking courses through open university while disqualified. This sometimes made it difficult for students who had to complete upper division requirements. Third, the reinstatement process was unclear. The revised policy will clarify these areas of confusion.

TW: Asked Michelle if she had a sense of what the percentage of students that are reinstated succeed and if these policy revisions will increase their chances of success. Michelle stated that students who follow these new policies are more likely to succeed. JP: Who decides if a graduate student is reinstatement? Michelle stated that the department and the registrar evaluate the application to see if they can be reinstated. JP: Do they start over? Michelle: That depends on the department. MM suggested that if any committee members had wordsmithing recommendations to please send them directly to Michelle. MM asked if there was anything else the committee would like to see for the second reading? TW: suggested statistics for those students who were disqualified as lower division students vs. upper division students. MM recommended that between now and the next EPC meeting committee members circulate the revised policy draft to their schools and curriculum committee chairs for comments.

*Reorganization Proposal: Creation of Geography, Environment, and Planning Dept. (GEP)
ENSP, Geography and Global Studies (Revisions to Current Programs)*

Laura Watt (LW) and Rheyne Laney (RL) presented the first reading of the merger proposal of the Department of Geography and Global Studies and the Department of ENSP.

RL explained this is a two phase process. Phase one creates a new department where all existing degrees will live and makes no changes to any of these degrees. This phase will hopefully be approved for fall 2017. Because it's a new department they will be doing a little "house cleaning" with some of the courses and duplicates. Ninety percent of classes are only being renamed (GEP) and renumbered, they are not changing the content of the courses. The second phase, hopefully will be approved for fall 2018, will be to create new curriculum and new degrees. Teach outs of old degrees will not be a problem because classes will stay the same. AW: What will staffing be like in the new combined department?

RL/LW: Geography has four tenure track faculty and ENSP has four tenure track faculty. They will all be moving to new department. ENSP is also getting a hire this year and is in line to get a second hire in the near future.

AW: How many majors in new department and what will be the impact on students already in a concentration that will get discontinued? RL/LW: Laura stated that when the departments merge there will be approximately 275 majors. Students in discontinued majors/concentrations will be able to take courses in that concentration because those courses will continue to be taught.

MM: If there are GE courses that need to change prefix they might need to go through GE subcommittee to get signatures. GE may want to keep an eye on how many seats are available in these courses. MM recommended that they be in communication with GE chair to keep her in the loop.

TW: How will this effect transfer students? LW/LR: For this next year they transfer into one of the current degrees.

For the second reading the proposers will have an update on the programs "impaction status." GEOG is not an impacted program, but ENSP is impacted.

MM: Please let her know if any questions come up between now and the next meeting so she can let the proposers know.

New Degree Program Proposal Form:

The current EPC Curriculum Proposal: New Degree Program form does not include a section/checklist of what proposers need to submit to the CSU for program revisions. Having the checklist on the form will let proposers know what information needs to be collected and what is expected at the CSU level. MM asked the committee to review the proposed draft of the New Degree Program form to see if it can be approved for future program revisions. JL moved to approve the New Degree Program proposal form with the addition of check boxes, AW seconded. All in favor.

Meeting adjourned.