

EPC Minutes  
9 December 2010  
taken by Lynne Morrow

Present  
LM, EN, SC, AB, JM, MD, TS, LL, AK, LW, AG  
Liaisons  
AW, ES  
Absent - none

Approval of Agenda

Approval of Minutes  
Changes: EN said that Univ courses people would return in March – specifics about section numbers and staffing  
MD – didn't do motion and seconding, just approval notations  
SC – penultimate sentence of 11/18/10 minutes should read “how the JCAP proposal serves the students.”  
Approved as amended.

Reports:  
EN – Geology changes on consent, GE is postponed, no report from EXEC committee  
Laurel's request: Digital signatures for digital forms after next computer refresh in Spring, migrate to digital only in Fall  
Committee agreed.

ES – none

SC – Grad Showcase in late Spring, date TBA, JCAP/APC proposal being discussed

TS – tensions have developed between A&H and GE subcomm related to A&H reform and implementation, it's complex

LL – will hear from Michelle Jolly re Course Repeat policy

AW – next JCAP agenda re transition from JCAP to Academic Coordinating Committee, working on getting action areas defined  
Academic Quality report - ready to go  
Resource Allocation Group – waiting for direction from Provost  
Grad Studies – asked Sharon if they could have a preliminary progress report  
Asked to defer a minute to report about GE when Reyna appears  
- Art will get info to Reyna before Spring

AB – re APC, brought up major conversation today – frustration with not being involved in

decisions like, 1900 freshman students on campus, Moodle, etc., committee members will go to constituents to poll what their 5 top priorities are

TS – Budget – concerns about 1900 freshmen, resource allocation

Question by SC – did English cutting classes situation get worked out? TS – yes, seniors will not have classes available, at the expense of THAR, Dance, Art History

EN – EPC needs to see the GE subcomm report (Vanessa makes that query) about students' inability to satisfy their GE requirements

ES – looking at report reveals deficiencies in Area C, C2 seats are halved with more students needing them, data being shared with deans for open reg

SC – proposed that this question should come up to Provost at today's Senate meeting, she will bring it up

TS – Summer Session back on state side (General Fund), no GE courses will be offered here from A&H, funding comes from Fall funding which has to be reserved for 1900 freshmen

AW – all concerned comm's should look at summer question

EN – resources are being targeted to freshmen while seniors are lacking choices while being forced to graduate, more discussion in February

Business:

1. Program Review – 11/4 memo was updated

John Wingard wants meet and discuss Work Load

EN wonders how to fit PRev into our schedule, perhaps a separate subcommittee?

SC – we have 3 subcomm's, should it be elected? PRev may become more meaningful  
Grad studies should also be asked this question

Lib Studies ukiah, master's in Comp Eng Science, COMS are ready for Prog Rev

EN – can we put them off? Comm says no, let's deal with these 3 in current process

TS – Ukiah - happy to keep working on it and bring forward in Spring, it's the model for the other satellite programs. Connects to Extended Ed issues

SC – did one last year that was 3 years old and no longer relevant, do these three now

ES – Biology BA and MS will want to come thru in Spring also

MD – what is the difference in work?

ES – let's follow thru with the remaining ones

LW – it might be helpful for them to re-read their document and give Exec Summary which is part of the new process

MD and JM – volunteer for COMS

SC – says that templates are available

ES – will look at what's next in the pipeline

Reminded that EPC was going to examine the process after this round. Subcomm suggestion is consistent with this plan.

2. Program Discontinuance

TS – new doc with 4 suggested revisions

We should consider the whole discontinuance policy

Rationale:

1. – added language from a CSU document, more specific that the policy is under the purview of the faculty and EPC specifically
2. – added language from SDSU policy – modification that allows more community members than faculty to propose discontinuance, allows de facto discontinuance to be addressed
3. – wants to add language regarding all studies other than majors. This is where a lot of discontinuance occurs.
4. – added language to allow departments to ask EPC for help

ES – mentioned need to deal with the issue of Ext Ed or other dept's who decide not to offer courses listed in the catalog. Should EPC know about this and have input?

TS – Courses on hiatus is the beginning of de facto discontinuance

AW – are there planning issues in discontinuance? YES, this should be looked at by APC also.

Evidentiary hearings might happen in a joint meeting with EPC and APC.

There Should be a university subsidization committee and policy

EN – these changes are in line with what EPC has been dealing with. TS will continue to adjust the document; asked for thoughts from members.

SC – schools should be asked about their needs about this. School Curriculum committee mtgs

TS – AB should look at other CSU policies to look at student role on different campuses

3. University Standards – course repeat policy

Policy came 2 years ago due to new Exec Order, now CSU has automated some of this in PeopleSoft.

New policy is proposing a revision to address automation

Departments are allowed to approve any repeats – US received faculty complaints about automation of repeat, MJ says that dept can have course coded for no repeats. The student can then ask dept for permission, which dept can grant or not.

Grade replacement policy adjusted

Clarifications: there is a contradiction with Exec Order. Will come up in Senate

EN – the 2<sup>nd</sup> reading for this will be in February

Special Reports:

1. Working thru approvals:

RL - A2 and A3, C1 are largely done. C2 halfway done. C3 is incomplete.

Process: does course meet learning obj's, what has been changed for unit increase?

Struggle relates to whether classes meet obj's and/or proposals don't clearly state.

EN – how can EPC help?

RL – approval process will not be completed today. Should process be changed?  
C3 is very challenging. Oral presentation was a question: needs to happen all semester not just at the end. What about 120 student classes? Should LO's be adjusted?

Tim – didn't anticipate the level of scrutiny that the process required.  
Goal: Critical thinking in Fall, comparative perspectives for most freshmen  
Problem with C3 is that it had to pull in A1?  
Small seminars = 27, problem for larger courses  
Proposes addressing C3 issues later and go forward with the reform

Elaine Newman 12/14/2010 8:27 AM

**Deleted: C4**

EN – GE process choices going forward:

Streamline process  
Approve experimentally  
Don't approve questioned courses

SC – asked LM and TS about process in A&H

- a) What's the temperature out there? What is feedback?
- b) Looking at whether syllabi meet LO's, should be handled at dept and school level
- c) resource issue must be addressed by Provost

TS – wants to talk with RL and Tim not answer the question, he has recommendations as an EPC member

Tim – no one is going to give us money for C3 courses, plan to expand enrollment in C1 and C2 to cover

AB – not enough C3 seats, seniors are frustrated  
C3 is a category that is important. Small classes, high quality needed. Be harsh in approval.  
TS – guiding doc for approval should be senate doc  
GE should not address resource issues

EN – leave it to faculty how LO are addressed. GE subcomm should not be arbiter.

RL – GE is trying to maintain integrity of GE program. GE comm should be able to choose whether the course meets the obj or not.  
120 student courses can NOT meet C3 objectives. Very few problems. Maybe 1 or 2 proposed courses.

EN – willing to sign off courses as experimental if GE cannot complete approval

Meeting ended at 1pm.