

**Educational Policies Committee Minutes**  
**December 17, 2015**

11:03 call meeting to order.

Present: Laura Watt (chair), Kathryn Chang, Kristen Daley, Luisa Grossi, Laura Krier, Melinda Milligan, Alvin Nguyen, Nathan Rank (left at 11:55), Richard Whitkus, Tim Wandling. Minutes taken by Tim Wandling.

Committee members not present: Jenn Lillig, Olivia Smith

Added new business item. Revisions to MCCCCF form as item #5

11:05 With that that change, the committee approved the agenda.

11:06 The minutes of 12/3 were approved.

Chair of EPC Report.

Called attention to the large number of consent items.

1. New Business: Change minimum grade in MATH courses (B. Lahme) 11:10 TC

Chair of Math and Statistics B. Lahme was welcomed by the committee. She discussed the rationale for the change, focusing on need to make sure students in math sequences have the necessary background to achieve success in higher courses. Has consulted widely with programs in sciences that rely on this course and met with support. In response to Richard Whitkus inquiry, ran the numbers to see how many students would be affected. Mainly affects calculus and the statewide changes will affect them in any case.

Kristen Daly moved to waive the first reading for approval of this change. Seconded by Milligan. Daly moved to approved the change. Seconded by Rank. Passed unanimously.

Item 5. Changes to MCCCCF. Chair Watt said they have decided to ask programs to provide course outline rather than course syllabus with the new forms.

Are there differences in experimental vs permanent courses up for approval

Should proposals have outlines or a full syllabus?

11:20 Return to business item 2.

New Business: Revision to POLS Major, American Government and Politics requirement (C. Nelson)

Proposal: add an existing course, Pols 422 Rights of the Accused, to the list of courses that satisfy the upper division American Government and Politics Requirement.

Motion to waive first reading (Daly). Second by Milligan. Approved unanimously.

11:25. Motion to approve by Daly. Passed unanimously.

Return to discussion of MCCCCF forms.

Further discussion of need to use course outlines rather than syllabus.

The need to clarify differences between course outline and course syllabus

### 11:30. Revisions to Kinesiology Masters Program

S. Winters was welcomed by the committee to discuss changes to the Graduate program in Kinesiology.

Key features of revision include:

- Increase Advanced Exercise Physiology and Advanced Biomechanics to 3 units to add field-based application and research design laboratories;
- Change name (and increase to 3 units) Intro to Scholarly Inquiry to Research Methods for a critical analysis of research, with a new separate 3 unit course in Research Design to help students develop their specific interests in Kinesiology for their ultimate thesis research or project;
- Eliminate Individual Movement Programs as an adapted physical education course.
- The elimination of the Pedagogical Methods course

Questions & comments:

Proposal looks very well done

Need to see learning outcomes for the program. Ask that Kinesiology brings document back with those listed.

Consistency of what is listed in red on side by side program changes

Address any resource issues

Return to discussion of MCCCCF forms

Chair Watt asked if there are differences in expectations or policy for major only vs. GE courses.

**The committee approved the revised MCCCCF forms (with suggestions from today's discussion). Motion (Wandling) Seconded (Milligan). Approved unanimously.**

Vice Chair report. Would like any suggestions on how to plan Faculty Retreat on G.E. Program.

Chair Report. Chair Watt discussed her attendance of GE meeting, discussion of GE reform. Also. ACT meeting on WASC and "Closing the loop."

### 12. Old Business: BA/BFA Arts Studio Photography Emphasis revisions (J. Shaw)

Discussion included

Chair Shaw noted that she had consulted with Richard Whitkus to make sure the unit values in the side by side comparison were correct. The sheet is now revised.

Issue of planning: Does Dean Stearns support any changes to budgetary costs? Will the department be able to mount new courses? Chair Shaw replied that Dean Stearns has signed off on the proposal and is willing to support the program.

Shannon Benine spoke positively about student interest in the program, and talked about her role in possible growth for the program.

**11:18 Motion to approve passed unanimously. (Motion by Daly, second Krier).**

Further discussion of relationship between administrative budget planning and changes to program.

Chair Watt continued her report.

She asked for feedback about role of a new APC committee, combining program review and budgetary

review. The committee discussed this item. General consensus to support move of program review from the purview of EPC to a new APC.

12:30. G.E. Chair Heather Smith visited the committee to discuss the revised GE proposal form.

Melinda Milligan offered the following language to substitute for language under point 4, Consultation with School Curriculum Committees:

First paragraph: replace relevant sentence with:

The proposal packet sent to the School and University curriculum committees should include the syllabus, MCCCF, course proposal and letter from department chair.

Replace second paragraph with following two paragraphs:

Each curriculum committee shall follow its own established review and comment process, which may include reviewing the proposal with or without the proposer present, in person, or by email.

Following committee review, in an informal email to the proposer, Curriculum Committee chairs shall indicate (1) they have no comments or (2) provide comments, such as how the proposed course might impact the courses that they offer in the target GE category and/or whether the proposed course meets the learning goals and objectives of the target GE category.

Milligan moved to include in point #7 that the course may be run twice provisionally. Seconded by Krier. Passed unanimously

Discussion of Provisional vs. Experimental.

Milligan moved to approve form as amended, seconded by Chang. Caveat: The term “experimental” may be used instead of “provisional” if it is institutionally necessary.

New form approved as amended without objection.

Meeting adjourned 12:55.