

## **Educational Policies Committee**

*Minutes for August 31, 2006*

Members present: Mary Halavais (Chair), Steve Bittner, Sharon Cabaniss, Lynne Morrow, Thaine Stearns, Elaine Sundberg (for Carol Blackshire-Belay), Carmen Works, Lynne Morrow, Lillian Lee, Jared Russell (AS rep.), Rick Robison (recorder).

**Agenda approved.**

**Correction to minutes:** date added, May 11, 2006. **Minutes approved.**

**No reports**

**Business:**

**1) Crash Course in Robert's Rules** – Laurel Holmstrom showed the committee her colorful and entertaining PowerPoint demonstration. Further information may be found at:

[http://www.sonoma.edu/senate/roberts\\_simple.html](http://www.sonoma.edu/senate/roberts_simple.html)

**2) Introductions and assignment of minute-taking**

Introductions completed but not assignment of minute-taking.

**3) Discussion of the role of EPC and its subcommittees and how business moves through the Senate – attachment**

EPC's charge regarding "curriculum and academic standards" was stressed. The document SSU Faculty Governance Process was reviewed. Regarding EPC's charge the question of Grade Appeal process arose. ES explained the process.

**Action:** MH will contact Tim Wandling, Chair of Structures & Functions to find out about the current *Grade Appeal process* and EPC's role. MH will also ask about EPC's role in *Student Academic Dishonesty* (Item #3 in EPC's charge). MH will add to next meetings agenda.

**Question** re. University Program Review Subcommittee arose. Explanation: old protocol had this subcommittee included. It was taken out because it was perceived that this subcommittee was the block to efficiently processing the Program Reviews. Things changed without all paperwork being updated. The new policy is silent on process for EPC. This allows greater flexibility to EPC on how to proceed. (ES)

**Action:** MH will talk with Structures & Functions and Laurel Holmstrom regarding this Program Review process/policy. MH will add as future discussion item for EPC.

#### 4. Liaisons to subcommittees and APC

##### **Action: Liaisons to Subcommittees assigned:**

Liaison to Academic Planning Committee – Sharon Cabaniss (backup Mary Halavais)  
Graduate Studies Subcommittee – Thane Stearns  
General Education Subcommittee – Kirsten Ely  
Teacher Education Council – Kirsten Ely  
Senate Budget Committee – Steve Bittner  
University Standards Subcommittee – Carmen Works

#### 5. Review of last year's accomplishments – attachment

Major issues for coming year: 1) Program Review, 2) change of classes to a 4-credit unit model.

Discussion ensued regarding 4-credit unit issue. It was noted that Structures & Functions will set up a Task Force to look at this issue but it is a “curricular issue” and a “resource allocation issue” so EPC needs to play a major role. There was general agreement that a Task Force was not a good idea at this time.

Recommendations to get information already gathered by GE Subcommittee and from Schools who have changed to a 4-unit model.

**Action:** MH will take the 4-credit unit issue to Executive Committee and Structures & Functions to discuss the important role that EPC should play in this process.

**Action:** KE will consult with GE Subcommittee chair on what information has already been returned to GE from the Schools.

Debate ensued regarding whether or not we need to assess SSU's entire GE program first before any discussions may begin regarding the feasibility of going to a 4-credit model. Many felt that this was an opportune time to assess entire GE program while others felt we should keep the two issues separate.

**Motion:** by Cabaniss EPC will immediately establish a subcommittee to assess the current General Education program at SSU. The subcommittee will consist of 4 EPC voting members, and one liaison from each of the GE subcommittee, the Office of Institutional Research, and the Office of the Provost. The subcommittee will report their findings to EPC before the end of the Fall 2006 semester. **Seconded by Stearns.**

Discussion:

Question of a perceived no confidence vote for GE subcommittee; no advisement with GE subcommittee; difficult timeframe for outcomes from assessing entire program; possible subversion of work by GE subcommittee.

**Move to Amend current Motion:** by Stearns EPC will ask GE subcommittee to establish a subcommittee to assess current GE program and EPC will ask GE to report the findings by end of Fall 2006. **Seconded by Works.**

**Motion approved** – 5 votes for; 2 against; 1 abstention.

**Move to Amend current Motion:** by Ely Revise current motion to read 1) GE is not required to create a subcommittee but may determine an appropriate manner to proceed; 2) GE will report on assessment protocol and plan for assessing GE program by end of Fall 2006 semester. Not yet seconded.

**Action:** Set aside current motion and EPC will send an informal request that we would like GE to do this.

**Motion:** by Morrow to table current motion until next meeting. **Seconded by Robison.**

**Motion approved** unanimously. Current motion tabled for further discussion.

Elaine Sundberg passed out document entitled, “SSU Program Review Schedule.”

Meeting adjourned.