

03 March 2022 EPC Meeting Minutes

In attendance: Emily Asencio (EA), Mike Ezra (ME), Sherri Schonleber (SS), Kristen Daley (KD), Matty Mookerjee (MMo), Monica Lares (ML), Kaitlin Springmier (KS), Melinda Milligan (MM), Derek Girman (DG), Jenn Lillig (JL), Christina Gomez (CG), Kari Manwiller (KM), Stacey Bosick (SB)
Guests: Sam Cohen (SC), Michelle Goman (MG), Merith Weisman (MW)

MM: Pulled ECON 204 for business at a later date; GE notes don't say anything about their discussion around unique circumstances

EA will check in with BIOL for implementation date of 336

Agenda approved at 10:06 AM after revision

Reports from Committees:

KD can't attend SDS meeting; EA will check with Laurel to see if ML can serve as proxy since she is on the SDS committee anyways

DG report from GSS: academic probation/disqualification policy was not up to date with changes from 2017; Kari Manwiller will try to get updated policy into the catalog

MM: AB 928 (requires alignment of transfer patterns); crafting ASCSU response memo; GEORG was used as a forum and formed a response

EA: ExCom discussed memo; how would it affect campus curriculum? ExCom did endorse the memo, sent forward to ASCSU senators;

MM: this may cause another upcoming change to the GE pattern; lower division E would be at risk and A1

Time Certain: Sam Cohen, AI criteria

MM: important to add criteria

SC: whether the work "including" is prescriptive- it is not; list is not intended to be prescriptive rather the point is to gain knowledge

MM: Motion asking on the document whether the course is 3 units; can be a yes or no answer

MMo: if we make an amendment we need to be in a second reading

EA: need motion to move to a 2nd reading

MMo: Motion to move to a 2nd reading

KS: second the motion

APPROVED

MM: Motion asking on the document whether the course is a minimum 3 units; can be a yes or no answer

MMo: 2nd the motion

KS: amendment to the motion 3 or 4 units

MM: accepts amendment

MMo: 2nds the amendment

APPROVED

MM: anything else in there about the elements of the course that should be included that we missed?

KS: I don't think so; put [link](#) in the chat

EA: Any feedback from schools? Social Science was fine with it; questions from overlay?

SC: I don't think so; implementation schedule is ongoing; when approved, a call would be sent out

MM: Include expansive language, "Courses certified in this area may be from upper or lower division, may be in GE, a major or minor, or may be an elective"

SC: if the committee thinks it is important for consistency and future interpretations; as written there is no language that restricts the offering

MM: Motion to include the language ("Courses certified in this area may be from upper or lower division, may be in GE, a major or minor, or may be an elective") in the preamble before the last sentence. Insert language after the phrase, "...United States history option"; Prior to the sentence, "Please note...".

SS 2nd the motion

No other discussion

Motion APPROVED and passes

MM: motion to approve both sets of AI content criteria

KS seconds the motion

EA: Any discussion

No discussion

Motion APPROVED and passes

University Studies Committee Charge Revision

KS: University Studies Curriculum Committee has been working on revising its charge; have something that is more aligned with GE curriculum changes; the charge reflects the changes in curriculum activities; have also looked at membership and adjusted to reflect values; looking for thumbs up from EPC

MM: membership list- third bullet from the bottom typo; second from the bottom correct title chair or director of University Studies

SB: have to back away from Chair language and use director

MM: Is director chair of the committee? If not, need language to say the committee elects chair of the committee

SB: No, director is hired by Academic Programs; committee should elect the chair of the committee; so that faculty are free to choose the chair of the committee

EA: do you want us to vote on this or do you just want feedback?

MM: Endorse, recommend or support; not approve

SS: Motion EPC endorses University Studies Committee Charge revision

MMo: 2nd the motion

EA: Discussion?

KS: Does endorsements include the recommended adjustments

SS: Yes, as the changes discussed in the committee

MM: Do you want to take back the idea of an elected chair back to the committee?

KS: That is the current practice, so shouldn't be an issue.

APPROVED, EPC endorses the revision

TIME CERTAIN: GEP minor, Michelle Goman (MG)

EA: 1 st reading of GEP minor

MG: Clean up following the BA and BS revisions; realized minor was slightly out of synch with required core classes; this gets it aligned; also have one GE class (305) that was four units that is now two 3 units classes (305 and 306); students can take either class to fulfill core requirements

MM: motion to waive first reading

KD: second the motion

no discussion

1st reading waived

MMo: any effect on enrollment in those courses?

MG: Not anticipating any dramatic changes to enrollment. No number for new class because this is the first time it is being offered

MMo: Motion to approve GEP minor

KD: Second the motion

APPROVED (unanimously)

Announcements from SB:

- AB928
 - ICAS looking at how CSU will develop plan to consider how CSU and UC work together on united plan, then go to Chancellor's office and they will produce guidance to campuses;
 - expect to have request from Chancellor's office for feedback
 - AB928 will be on AVP meeting agenda on April 7th; don't expect to hear anything until after that meeting
- many faculty-led study away courses did not have enough enrollment to run this summer; Greece trip is an exception, waiting presidential approval
- graduation initiative meeting- Monday, five priorities set out by chancellor's office; will see how these integrate with our four priorities
 - better job informing cabinet of priorities
- SCIE will be recruiting a dean

KS: Will faculty be able to serve on the dean search committee?

SB: Laurel A. is chairing the committee, I will ask later about faculty...

- EOP has required students to take UNIV 102; problematic because we want students to take FLCs (meets GE requirements); preference is that transitional elements are in FLC courses; EOP has decided to require students to take an FLC; Request from EOP: Can Academic Programs pre-enroll EOP students into an FLC of students choice? If they have a major, they go in that FLC; if

no major; EOP will provide students with a list of options; against policy to save seats in GE courses, so asking for exception to that

MM: Benefits to students getting into FLC; doesn't benefit departments that do not have FLCs; there has been a lack of support in some departments to develop FLCs

SB: at other universities, FLCs are more interdisciplinary and not major specific; working on UNIV 150 to be a landing spot for undeclared majors

KS: any gauge on how many students are not in summer bridge for this cohort?

SB: expecting 160 students in EOP, expect 110 would go through Summer Bridge

KS: Move to approve pre-enroll EOP students in FLCs for the 2022-2023 academic year only

KD: Second the motion

APPROVED

Time Certain: Merith Weisman (MW), Internship Forms

MW: Many updates; but [Internship Learning Contract](#) is really time sensitive

MM: Which pieces are necessary? Why do we need to change from where we were before?

MW: nothing in policy that says what Learning Contract has to be; challenging different schools and departments using different processes; trying to streamline; different schools have different needs; trying to address everyone's needs; not much else we could cut; did see comments and did integrate those suggestions that I understood, made comments on what I didn't understand

MM: Alexis Boutan made a revised contract, did you see?

MW: No, I did ask to see it, I believe

EA: No signature line for a chair. Why?

MW: happy to add it

JL: Is this different from what EPC approved when they approved the Internship Policy? Here is the previous [Learning Contract](#).

MW: Worked from this previous version and incorporated changes people have requested.

KS: What happened to the parent signature?

MW: Doesn't address our risk management issues.

SS: If a student is under 18, they just need to sign a release of liability form?

MW: No. Currently what we are doing has been approved by chancellor's office (??); Chancellor's office will scold us and insurance will kick in.

SB: Come back to risk issue, let's focus on Learning Contract

SS: Maybe we need to say if a student is 18 and older they can fill out this form; if under 18, they need to wait or do something else.

MW: Will confirm the process for students under 18 is solid.

MM: Dean Signature is missing. Is that the intent? Need to take the previous version, this new version and Social Science feedback and take it back to Social Science Curriculum committee. Want to make sure I am passing on the correct version of the form.

EA: Sounds like we need to come back in two weeks. Link in chat from Merith (linked above) is the most current version; Merith did add a chair signature line.

MW: Thoughts on suggestion by Karen Thompson- cut Learning Activity and replace with Responsibilities

EA: Makes sense

SB: I support that change

EA: Come back in two weeks after circulating to our schools to see how they align, anything else we need from Merith right now?

Announcement from MW:

- no longer need CPP COVID protection plans from sites
- no longer need insurance plans from sites
- insurance policy actively allows students to be at the site during negotiations
- insurance policies do not cover international sites
- streamlining of Risk management process; eliminating multiple emails; set up Zoom meeting after 1st email
- onboarding internal sites ourselves
- also can onboard sites that are part of an already existing parent organization
- working on getting student side up and running by Fall
- onboarding partnering sites has been slow; most success with SBE; Karen Thompson has emailed partners personally and has not allowed students to work there until they are onboard
- Provost wants alliance by Spring 2023
- other CSUs generate list of approved partners; want to work with organization that is not on the list need plenty of notice; april 1st for Fall semester and Nov 1st for Spring semester
- not pulling students from internships; but we do need to create a sense of urgency

Cross Listing MOU- Second Reading

MM: Social Science feedback- signature lines be adjusted chair, chair, dean, dean and not limited to area F; rather than required readings change to required topics and suggested readings; template to be more transparent that these are suggested and it is up to two departments about what is required;

EA: SB will make adjustments from Social Science and we will have this back on the agenda in two weeks

JL: Academic Calendar Feedback needed

EA: On April 14th President Sakaki will join EPC

Minutes approved 11:59 AM

Meeting Adjourned 11:59 AM