

## **EPC Minutes November 5, 2020**

**PRESENT:** Emily Asencio (EA), Mike Ezra (ME), Kathryn Chang (KC), Kristen Daley (KD) Sheri Schonleber (SS), Matty Mookerjee (MMo), Katilin Springmier (KS), Melinda Milligan (MM), Mary Ellen Wilkosz (MEW), Luisa Grossi (LG), Joseph Lofton (JoL), Katie Musick (KMu), Stacey Bosick (SB), Jenn Lillig (JL), Damien Hensen

\*Art history will not be on consent items for today's agenda (11/5)\*

### **Minutes Approved 10/22 Meeting**

#### **Reports**

##### **1. Emily Ascencio: EPC Chair**

EA: Contacted by the MBA program who is looking for guidance on changing their program; they'd like to know what EPC would be looking for things they want to include that we are looking for. This is a whole program that is coming through but would like to get feedback from EPC members on what to include.

MM: Brings up WASC issue and integrates WASC perspective to figure out what they need from institutionally. Students should have access to SSU resources, the mechanics of doing online courses so the burden does not fall on the professors. The revision on the online policy would help guide us.

SS: Senate two include two things. Asked to be specific about the kind of training they were going to require for faculty. The other thing was to not oversell the online part of the program.

MM: From EPC perspective, ask questions about what the disadvantages are of shifting fully online.

EA: Issue with field trip policy statement for EPC to address the unwilling statement within the policy. Integrated risk-management language that we wanted but what are other thoughts that should be pointed out in relation to this. Another issue regarding drop/withdraw. What would be the course policy if a student doesn't participate in any of their coursework.

MMo: Comes down to the fact that we can not force students to sign liability waivers but if they want to go on the field trip they have to sign the liability waiver. The Geology department runs field classes so if they don't sign the form they can not take the class.

EA: Issue coming up with the number of online course offerings in the academic year vs course offering in the winter/summer sessions. How are we going to offer this in an equitable way?

ME: We are getting inconsistent messaging about how students learn through online courses. Students are missing on the in-person courses. We have to go online to fulfill intersession classes. There is no ratio to compare.

KD: So many courses that are asynchronous are not asynchronous in the spring. Some students need face to face classes to learn about what works and what doesn't.

JR: Nursing department has taught online over 20 years. We do these studies every semester and whenever the number of synchronous classes increase it may not go over well. I'd recommend that the language should be crafted carefully. Accessibility is important and students should have access to these courses. Offering more courses in the summer time would price-out other students.

JL: Referring to EO 1099

ME: The only courses that can be fulfilled during the inter-session are online GE courses.

SS: Is it possible to offer stateside courses in the intersession online?

JL: We don't offer any. We have students looking for an online option and we lose funds in the process.

MM: Increasing online courses but taking into account accessibility so we students have access to these courses across the board. Comparing the number of courses is apples and oranges. Post-covid what is that status of bisynchronous in relation to face to face meetings.

KD: Would that be hybrid if we went back to face to face?

MM: Hybrid does encapsulate that. Look at how many seats are available in each mode; department specific vs requirement specific. It's about the number of seats and GE areas offered.

## **2. Jen Lillig Academic Programs**

JL: Campus response to AB 1640 has been sent to departments and is taking in information. Community college response to AB 1640 is interesting and would recommend for everyone to look at that. A lot of discontinuance is coming our way.

MM: Memo went out about the change in Area D. What is the change? What is the GE work group?

JL: Area C and D will be changed to a searchable schedule. It will be implemented in the spring semester. The other change is that it will put students on an easier pass with less implementation. The GE work group.

MM: Process wise, GE work group should be reporting out because some of the decisions made have ripple effects and implications; no overstep or duplication of efforts. Make sure the group is transparent.

SS: My concern is that ARR is going to be updated?

JL: It will be on the ARR.

EA: Anything else on this

JL: C3 is the only area that will be going away.

KM: Students that are gonna be affected by D1 and D5 are already a subset of students.

## **3. Stacey Bosick Report**

SB: Response to EO11 came in; 3 responses went into the chancellor's office. Provided link to response:

<https://drive.google.com/file/d/1cOVkLxHOPc1Flt6X9Bocj-uZeZC3LYoV/view?usp=sharing>

SB: Update on the GI 2025 convening. It's been recorded and is available on the chancellor's office website. Spoken word presentation by student from SFSU, discussion with the Chancellor elect, and the executive vice chancellors video at 5:40 for quick overview of the bill.

Graduation rate did not improve but we did see an improvement in equity. GIG is a big group made of people from all over campus and thrive on eliminating barriers in graduation. Reach out if you have any questions or hurdles that hinder students from graduating.

MM: It's important for us to know what GIG is doing but is there a way we can get a list of what GIG is doing. Could you implement a list like this to increase communication and PR?

SB: I appreciate the feedback and we do have minutes so I can see how we can get that to a shareable form.

### **New Business Items**

#### **1. 1st reading: MA in Education with concentration in Educational Leadership - First Reading discontinuance (TC10:15) Lori Rhodes**

Lori Rhodes: Only able to transfer in 18 units from the admin program and an additional 18 units. Proposing to discontinue current program and recommend a Masters of arts in Educational Leadership.

MM: I don't know if we can recommend discontinuance while approving a new program. We need to have enough information to send this to the senate to recommend a discontinuance. I think we want to include this pending the replacement of the new program. EPC has the latitude to say we have what we need but I want to make sure that we don't make a recommendation without moving it forward to the senate without the proposal in tandem.

Lori Rhodes: Streamlining this program will help increase enrollment through the additional 9 units vs the previous 18 units.

JL: Follow up with Dean and get on graduation studies radar with the chair of the committee; ask Derik G.

EA: How should we move forward with this?

MM: Recommend discontinuance with contingency; EPC has no concerns about any of the constituents being disadvantaged

MM: Moved to recommend discontinuance

*Seconded by Kristen Daley*

**Approved discontinuance**

## 2. Curriculog Forms (TC 11:00) Kari Manweller (see Google Drive)

Kari Manweller: Went through the changes that were made to the forms in curriculog. There are specific changes to specific forms addressed further down the document. KM went through one point specifics of each forms that are outlined in the google document:

[https://drive.google.com/drive/u/0/folders/1WXnNj5EC3ZHx\\_xReiu3r5vhNGebZF5kg](https://drive.google.com/drive/u/0/folders/1WXnNj5EC3ZHx_xReiu3r5vhNGebZF5kg)

MM: Recommend EPC members look at each form all the way through so you have a deeper understanding of the requirements. Can we get more information from curriculog? Is there a way we can see the proposed-before and the proposed-after. Trouble with EPC is deciphering the changes and revisions made. What happens to the proposals after they are fully approved? Are they achievable and do we have access to them?

KM: Go to show-current with markup and is in the discussion tab. Everything stays in curriculog but they are working on an archive tab; as of now, everything is curriculog and look in the advanced search tab and that will show you all the current and complete proposals. I have not launched the forms yet but I could launch them in a week and go back to deactivate them. They won't go anywhere if someone uses it but I could activate it for a week so all EPC members have access to them. Would that be helpful?

EA: Yes that would be great

KM: Next friday afternoon they will be deactivated

MM: Can you send us a reminder.

KM: I will activate them after the meeting and will email you all. Click the new proposal button and you will find it in the list.

MM: I noticed that the new course proposal forms a language that refers to staffing the course. I wonder if it's appropriate to seek qualifications of professors when EPC responsibility is looked at course content.

MMo: It felt out of the per-view of the form. The chair of the department is responsible for hiring and it felt strange to answer it.

JL: Is it the new course form? I'll take a look at it.

MMo: I had a meeting on Tuesday so it could have been then.

KM: These are for the revised forms for the next cataloged cycle.

EA: We will continue to look at this throughout the week.

KM: I can come back next time but it would be good if we added to the doc; add in bold or

comments preferably. KM needs the information by December 15th.

### **3. GE and Overlay subcommittee charges (TC 11:30) Megan McIntyre and Jeff Baldwin (See Google Drive)**

Megan McIntyre: We started talking about the charge last spring. The main message I got was that they would like the charge to reflect the proportion of time given to take into consideration feedback. They are in favor of having structure around GE assessment and an emphasis on the work we do with courses and curriculum.

EA: Any Question?

Jeff Baldwin: Overlay is working out course criteria. We've been working on course criteria for WIC courses and an approval for WIC courses soon. We are working on appropriate language. Next semester will work on sustainability and the criteria for the approval process. People I am hearing from feel strongly about what they are saying but don't all agree.

EA: Questions, comments, thoughts?

MM: Megan I wanted to ask you about the current charge. Would you recommend reformulating how the consultation process works?

Megan McIntyre: Where the school committees fit in was discussed. Our practice has been to let the representative from the school community elicit feedback. It seems to me that the informal process has been working with exception of content criteria around expression. The informal process is working and the reference to GE school committees is confusing.

MM: Number 5, is that something that goes in the GE charge and has GE been doing that recently

Megan McIntyre: No and No. This is something we'd be willing to do if there was a draft or a smaller copy. It's not per-view of the GE subcommittee and it seems that AP and EPC should be most involved in the catalog processes. Our role is to talk about the GE'ness.

MM: I agree that the list does not capture the bulk of what you do. Do you have any suggestions so that it reflects what you actually do?

Megan McIntyre: We see ourselves as consulting with faculty. We come in as readers that helps us understand how the course met GE requirements through governance last year.

MM: Did your subcommittee discuss language around assessment?

Megan McIntyre: We had discussed seat counts last year which we did not intend. The committee recognized that this year will not represent how GE will operate forever. We'd have a conversation about 3 other business items on top of the courses in curriculog. Charge should include assessment with the consultation of GE. There is no time to add more things within the next 1-3 years.

MM: We are in an unusual time but all of these things can be changed in the future and adjustments can be made further down the road.

Megan McIntyre: One committee member suggested that the responsibilities will be reconfigured.

MM: Charges to mention the specific overlays. It's a matter of revising curriculum to get rid of CRS. I noticed the charge has similar language about the catalog copy so that is something to consider. I noticed in the overlay conversation that WIC is the actual overlay.

Megan McIntyre: WIC is one of two ways to meet the overlay.

Stacey Bosick: WIC can overlay with other courses

MM: WEPT is not an overlay issue and there needs to be more clarification within the charge to sort out who is doing WEPT.

SB: Overlay committee may be better suited to take on WIC courses. Just a suggestion.

Megan McIntyre: What are the rates of graduates who graduated with WIC vs WEPT?

EA: Any other things on the overlay?

MM: It does say that GUAR is the overlay; there is an inconsistency that needs to be addressed.

***Meeting adjourned at 11:59***