

Educational Policies Committee
May 6, 2021
Meeting Minutes

Present: Emily Asencio (EA), 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, Jenny Bent (JB)

Absent: Mike Ezra (ME)

Meeting called to order by EA (10:00am)

Agenda: Added a time certain for ITDS 499. Approved.

Minutes: 4/22/2021, approved.

Reports:

Chair of EPC, Emily Asencio: none

AVP, Academic Programs, S. Bosick:

WASC has allowed us to have more than 50% online course offerings so far during the pandemic. They are allowing us to do this for the Fall as well. This is not the case for the Spring.

MMo-How do know when we are at the limit for the number of online courses that we have approved.

SB- It more in the offering of online, than the approving. We have very few programs that exceed 50%. It can still happen, there is just more paperwork.

EA- This has been on the horizon for EPC for a while now, but it has been put off because of the temporary tags. Having more department policies is part of this.

SS-We just re-did our online policy, but we have been thinking a lot about this lately. We will be taking the CTET training, but want to know more about the “knitty-gritty.” Having classes have some uniformity because it reduces the cognitive load for the students.

SB-Have been having these conversations with regards to our own children as well.

MM- I would tell people that they need to have a policy. This is the only consensus that EPC has reached because of academic freedom. Students just haven’t had the experience to deal with all the different types of online offerings/modes. How does WASC view/calculate the 50%.

SB-Do general spot checks, but we probably could do better checking on this, and it is more of a concern now than it has been in the past, and this is an appropriate time to ask this question.

MEW- We have been teaching online in the nursing department for a long time now, and we have developed a consistent format that has really helped the students.

SB-Would EPC want to draft a memo that could provide some recommendations for the Fall? We also need to give guidance to faculty to provide flexible assignments in order to react well when fires and power outages inevitably occur.

Consent Items: None

Old Business Items: None

New Business:

- **(TC 10:05) ITDS 499** (Carman Works, CW)

Internship course. Has been using social sciences 499 in the past for internships. This is the first of three to come through. This one has more urgency. The internships are used for elective units for the degree. The liberal arts degree is interdisciplinary so the ITDS prefix makes sense. Carman wanted more eyes on this proposal because the department is so small. The director of the program out of Ukiah will be the instructor for these internship courses.

MM-surprised to see the unit range from 1-6.

CW-used the Chemistry Department as model; however, the max that she has seen is actually 2.

Damien concurs that 1 or 2 is typical.

MMo-what exactly is the urgency

CW-The students need to register for this in the Fall of 2021, and they would start to register for this in August.

MMo proposes that we waive the first reading. KD seconded. **Passes unanimously.**

KD proposes that we approved. MEW seconds. **Passes unanimously.**

Should other courses also be discussed by EPC as opposed to being consent items. KD thinks that it is not much of a work load issue for us to look at them and if they want a second set of eyes, we should be willing to give our input. Others agree.

- **Curriculum Deadline Document Review** (Jenn Lillig, JL)

Three-year Plan for Curriculum Deadlines

Transition into a 3-year cycle so that it can start being a bit more regular.

Transition to recommended Curriculog launch deadlines in the Spring.

EA-When should we make this public?

JL- As soon as EPC is ready. The document is mature.

MMo-Let EPC take some time to work through this dense document. Ask some department chairs to go through and make sure that it makes sense to them.

EA-What deadline should we have? Is our next meeting (two weeks) soon enough?

JL-If it is done by the end of the year, that will be great.

JL-Getting comments from Curriculum Committees will be great.

EA-Can try to get feedback via email. Make sure that the language is clear and that they understand what is being presented. Get feedback by 5/20.

JL-There is some new stuff in here, too.

- **(TC 10:30) Priority registration discussion with SAC** (Hilary Smith, HS)
EA-Priority Registration Policy is in the Google Drive.
HS-Found some issues with the policy. The policy designates which group of students is eligible for priority registration. Policy doesn't make it explicit how each of the categories of students get approved. It is also missing at least one category of students who get priority registration (through a state senate bill). Sean Johnson has some concerns about how many students are now eligible for priority registration. Has been increasing. We are well over 1000 now. There is a tipping point where it no longer helps students if everyone is granted priority registration.
MMo-is there any thought about putting together a more tiered system for priority?
HS- I don't think there is a tiered system.
SS-Having taught Puerta students/classes, those students need some priority. It makes a big difference for these student.
HS-Used to help the Puerta students and EOP student by "saving seats" but because that is no longer allowed, priority registration is another avenue to assist these students.
KS-How does "pre-enrolling" interact with this issue? Where did EPC land on this issue?
MM-Where we landed is that seats cannot be reserved for students, which is the existing GE policy. Can APARC take this one?
HS-A good suggestion.
KMu-Other campus can be used as a model.
JL-Commenting on saving seats issue. It can be frustrating to students (big red X even though they see seats available). However, maybe we should re-think this issue.
MM-FLC decision was limited to this year, so not really much of an exception to his rule. "Data can be our friend," with regard to where exceptions can be/should be/have been made. We need more discussion on this, in order to support the students that could benefit. It's a tough issue.
EA-Joe, can we get the student perspective.
JoL-Many of the students who are Puerta students already have priority registration, but is curious about how his effects the incoming students.
HS-This all started because I just wanted to know how many students have priority registration. It's hard to get a clear number on this, even with the help from Sean Johnson.
- Ten minute break (10:55 – 11:05)
- **Syllabus Language for return to campus in Fall** (S. Bosick)
We have stricter Covid requirements on campus than the general public.
MMo-Should we add the mutable nature of this policy into the statement?
SB-Relaxing rules is a lot easier than introducing new restrictions.
MM- What if an instructor wants to have a stricter guideline than the university
SB-My understanding is that faculty need to be in align with the University.
MEW-I am worried about the other extreme as well, e.g. "you guys don't need to wear a mask in my class"
SB-One consistent policy is best right? All heads nod.

KS-Make it clear in the syllabus language that SSU policy might be different than the state guidelines.

KD-Want to advocate that being able to not use masks in her dance classes whenever that is possible/safe.

There is some desire to have explicit language about what exactly constitutes a “mask,” and that can be added to the syllabus language, and also that they need to be worn appropriately (no nose out!).

- **Five-year Academic Calendar (S. Bosick)**

Add the additional fifth year to the calendar.

MEW-Remind about the minimum days.

SB-We have ample days. There are days to play with if we want to propose a flex week. I believe it is 170 to 180.

MM-Does this work equally for all days of the week?

SB-Yes, the calendar takes this into account. Start on a Monday has never worked out.

KD-The only Monday holiday is Memorial Day, and the other holidays move around.

EA- Are we starting on a Wednesday in the Fall?

SB-I believe that is correct.

- **GEORG Charge (Melinda)**

MM-One issue that just came up at the last GEORG meeting, one of the challenges is how to include the ethnic studies voices without overburdening the A&H faculty. Only people from EPC is MM, EA, and ME (ME though next semester, but not beyond). For an EPC working group, it is light on EPC members. Also, hoping to get student representation (the EPC student rep). If that student rep. cannot attend, then another student rep. can be acquired. So, we need to think about the committee make up. Do we want to set a specific number of EPC members that need to show up. We can talk about this next time.

- **Unapproved Changes to Course Capacity and Pedagogical Structure**

We can think about this over the next two weeks, and discuss more next time. Is it EPC purview when courses being offered no longer match with their approved CS code course capacity guidelines.

Information Item/Good of the Order: None

Meeting adjourns 11:49 pm

Submitted by: Matty Mookerjee