

## ***Educational Policy Committee Minutes for September 1, 2005***

### **Members Present:**

Steve Bittner, Sharon Cabannis, Mary Halavais, Perry Marker (chair), Lynne Morrow, Vincent Richman, Rick Robison, Marci Sanchez, Thaine Stearns, Carmen Works, Lindsey Simoncic (AS), Elaine Sundberg (AA)

### **Call to Order**

### **Introductions**

Members introduced themselves, indicating departments and specialties.

### **Approval of Agenda**

By consensus

### **Approval of 5/12/05 Minutes**

By consensus

### **Chair Report**

PM asked members to take EPC info and topics back to their departments and schools. EPC is dealing with important issues, e.g. FYE, and we want campus constituencies to know what's going on and to feel included in the process. The members are the vehicles for informing our colleagues across campus.

### **Program Review Policy**

This document was passed by EPC, but the Senate did not like the document. They have referred it back to us. PM asked new members to read it to prepare for a discussion about the Senate's concerns (they revolve around resources). There is no directive nor a deadline from the Senate.

### **WASC proposal**

PM asked members to read document on the website. The Steering Committee wants feedback from EPC and departments by Sept. 15.

### **Liaisons and Voting Issues**

Many questions were raised regarding the validity of the FYE vote due to the people (liaisons, proxies, students) who voted. The minutes of 5/12/05 reflect that the matter was referred to the Structure and Functions Committee.

PM stated that for now, the AA administrator is the only non-voting member.

### **BS in Bio-Chemistry Proposal**

Presented by Lynn Cominsky, Chair of Chemistry, and Jennifer Lillig. The signed copies of the proposal are on file with the Senate.

This proposal is a change from BA with concentration in Bio-Chem. Students are interested in the BS and all of the department's constituents are in agreement.

The new degree will have: the same number of units

Added research component  
Better fit with career opportunities

**Motion to make this the 2<sup>nd</sup> Reading**  
**Moved by MH, 2<sup>nd</sup> by MS**  
**Approved, unanimous.**

After discussion: , **Motion Approved to approve the BS in Bio-Chemistry Proposal**  
(UNANIMOUS)

Assignment of Minute Takers

Each voting member will do it once or twice during the year. PM asked that a Word file be sent to him. The deadline is one week from meeting date. Motions and action items should be **bold**.

9/1 Lynne  
9/15 Rick  
9/29 Marci  
10/13 Lindsey  
10/27 Sharon  
11/10 Vincent  
12/1 Steve  
12/15 Mary

Proposal to change meeting time to accommodate 1pm classes

Ad hoc item

**The change to 10:45 – 12:45 approved by consensus**

PM also asked that members appoint a proxy if absent. Please inform him of the name of the individual in advance.

Subcommittee Assignments

Graduate Studies – Mary Halavais  
General Education – Marci Sanchez  
Senate Budget – Vincent Richman  
University Standards – Steve Bittner

Freshman Year Experience (FYE) Coordinator

Sascha von Meier, Environmental Studies  
Paul Draper, GE Subcommittee Chair

- Von Meir is the new FYE coordinator. Her goal is to implement the program well, leading to a good diagnosis of the program's viability. She stated that the challenge will be to have convincing data.
- She is a facilitator of implementation and of assessment.
- The tasks for Fall 2005 are: 1) deliver syllabus and reading lists; 2) Deliver curricular justifications
- The task for Spring 2006 is to train faculty.
- EPC would like to have a report from Von Meir 2 or 3 times per semester.
- PM asked PD to copy EPC members on the GE minutes.

- PM asked new members to read the GE initiative at their website.
- A grant for “seed” money for FYE has been submitted to the Ford Foundation – SSU is in the second round of proposals being considered.
- Mary Halavais raised questions regarding the budget of the FYE Pilot. She is concerned that the budget be transparent and that all questions are resolved about the budget of FYE before the pilot moves forward.
- It was agreed that EPC would be updated by Provost Ochoa on issues surrounding the sources of funding of FYE for AY 2005-2006 during a future meeting of the EPC.

12:59 pm meeting adjourned

Minutes recorded by Morrow and Marker