

EDUCATIONAL POLICIES COMMITTEE:

<http://www.csun.edu/~epcugs/home.html>

April 28, 2004

Minutes of Meeting:

Approved by Committee _____

Submitted to Executive Committee _____

Approved by Executive Committee _____

Submitted to Academic Senate _____

Approved by Academic Senate _____

MEMBERS PRESENT: A. Akers, J. Dow, M. Fieweger, H. Hertzog, M. Kamrava, L. Lampert, J. Matos, J. Munsch, M. Pardo, D. Schwartz (Chair), G. Truex

MEMBERS ABSENT: D. Aiken (Student Representative),

GUESTS PRESENT: Linda Bain, Dorothy Clark (HUM/ENG), Robert Danes (UGS), Rafi Efrat (BLAW), Estelle Hekkers (A&R), Robert Park (S&M), Cynthia Rawitch (AMC), William Watkins (S&M).

STAFF: S. Loffler (Recording Secretary)

I. Announcements

A. Schedule of EPC 2003-2004 Meetings:

FALL 2003 **SPRING 2004**

September 10, 24 February 4, 18

October 1 March 3, 17

October 8, 22 ***April 14, 28***

November 5, 19 May 12, 26

December 3, 10

B. **TIME CERTAIN: 3:00 p.m. – Linda Bain to discuss the one-in/one-out initiative.**

C. **TIME CERTAIN: 3:30 p.m. – Policy of Retention of Student Work**

D. Review policy on “Missed Classes due to Participation in University-Sanctioned Activities.”

E. CSU’s Teacher-Scholar Summer Institute (TSSI). June 15-18, 2004: Cal Poly San Luis Obispo.

Application deadline: April 12, 2004. Register through the Chancellor’s Office:

<http://www.calstate.edu/ITL/programs/TSSI-2004/index.html>

F. Call for Proposals for Awards: 2004-2005 Grace Petri Endowment Fund for Students with Disabilities.

G. April 14 – May 21, 2004: Brown Bag Dialogues on the Learning-Centered University in University Hall (UN) 277 12:00 noon, except where otherwise noted. For a schedule, contact Pattie Ridenour, Executive Administrative Assistant, College of Extended Learning @ pattie.ridenour@csun.edu or (x5005). Visit http://www.csun.edu/academic.affairs/learning-centered_university/

H. GETF update: Jennifer Matos

I. The 18th Annual CSU Student Research Competition: April 30 and May 1, 2004 at CSUN:

<http://www.csun.edu/graduatestudies>

J. Assessment website: <http://www.csun.edu/%7Evchsc001/assess.html>

K. CSU’s Teacher-Scholar Summer Institute (TSSI). June 15-18, 2004: Cal Poly San Luis Obispo. Features Interactive workshops on teaching and learning. The Institute for Teaching and Learning (ITL) will provide some travel/hotel support to participating faculty whose campuses are more than 25 miles from campus.

Application deadline: April 12, 2004. Register through the Chancellor’s Office:

<http://www.calstate.edu/ITL/programs/TSSI-2004/index.html>

L. IPEDS website: Graduation and Enrollment rates

M. Shannon Harp (Psychology) and David Rodriguez (Chicano/a Studies) were elected by the senate to EPC. They will be invited to the next EPC meeting.

II. Business

A. It was MSP to approve the February 4, 2004 Revised Minutes.

B. It was MSP to approve TH 473/L. DRAMATIC PERFORMANCE IN THE SECONDARY LANGUAGE ARTS CURRICULUM and LAB (2 u. @ C-4/1 u. @ C-12) TH 473/L will fulfill General Education, Section C.2 requirements for English Subject Matter Program majors only.

- C. EPC unanimously approved a new policy on Graduation-Senior Registration Priority that (1) would move students who have 140 or units to the lowest registration priority until they file for graduation and (2) that would limit students with 140 units to two semesters of graduating-senior registration priority.
- D. The discussion of the proposed revision of Title V regulations concerning Student Discipline and Intellectual Property was moved to next meeting.
- E. EPC discussed the use of curriculum categories of “Provisionally Approved” and “Substantive” for EPC curriculum review. It was decided to abandon the categories next year and review all curriculum from a college at the same time.
- F. EPC reviewed and confirmed that the committee wanted to keep the requirements of the assessment section on all of the curriculum forms for all new curriculum as well as all curriculum modifications. Part of the rationale was the need to make sure all programs had learning objectives in preparation for the next WASC visit.
- G. Linda Bain discussed the current one-in/one out policy for new courses. This policy was put in place by Provost Kennedy to cut down on the proliferation of courses on campus. Colleges report having some difficulty finding old courses that can be deleted to make way for new courses. Provost Bain asked that EPC study the issue and make recommendations on the policy and on other ways that the intent of the policy could be achieved.
- H. EPC approved a new policy of Retention of Student Work that lengthens the amount of time that a faculty member must retain student work. This policy was necessary to insure that faculty keeps the student work until after the student deadlines for grade appeals.

III. Items Pending

- A. Discuss Current Repeat Policy (Members were campus-mailed other universities’ Repeat Policies) Data from IR.
- B. May 12: Review Revised policy on “Missed Classes due to Participation in University-Sanctioned Activities.” (EPC representatives: Mehran Kamrava, Joyce Munsch, Lynn Lampert, Greg Truex)
- C. Review data compiled by Institutional Research to support EPC discussions on value of proposing a new class schedule. Modified schedule and some issues were raised regarding the desirability of such a change. Provost Linda Bain has asked that EPC determine whether further study is warranted, and if so, EPC should appoint a group to systematically examine the issue. Diane Schwartz to get data from IR. (Joyce Munsch volunteered)
- D. May 12, 2004: Report from Subcommittee on Credit by Exam [Jim Dow (Chair), Estelle Hekkers, Greg Truex]
- E. Subcommittee for online-Instruction Course Assessments – Discuss EPC’s role in assessment for alternative delivery courses (e.g. online)
- F. Review Annual Report on Medical Withdrawals from Student Health Center
- G. New Curriculum Manual and Forms (SOLAR specific) in summer 2004.

The next meeting is on May 12, 2004, in University Hall (UN) 211, 2:00-4:00 p.m.