I. Announcements

A. At time certain 2:05, the President made a request of EPC to discuss the most recent revision of the Repeat Policy. Copies of the Repeat Policy were distributed to members with the Agenda, and extra copies were made available for guests. *(See New Business, Item III.A.)*

B. Curriculum Review – The next Substantive Curriculum Review dates are

October 9..................... Health and Human Development; Humanities
October 23..................... Science & Math; Social & Behavioral Sciences

Members were encouraged to first email their concerns over Substantive Curriculum Proposals to Associate Deans, cc’ing the Chair, M. Fieweger, and S. Loffler at least one week before each College’s curriculum comes up for EPC review.

While reviewing curriculum, members should look for thoroughness of completion of proper curriculum form, curriculum overlap, clarity, assessment, proliferation, anything affecting General Education, hidden or increased prerequisites, resource impact, increasing units to degree, learning outcomes, course outlines, consultation between colleges/departments, balance between deletions and additions of courses, etc.
C. The committee welcomed Lili Ore-Moser as the New Associated Students’ Representative for 2002-2003. Lili Ore-Moser has replaced Claudia Martinez who is no longer with Associated Students. (email: tenistarr@hotmail.com)

D. The following EPC Representatives are currently assigned to Program/Accreditation Reviews:

- Chemistry/Biochemistry - Roberta Madison
- Cinema & Television Arts - Roberta Madison
- Earth Science - George Ferrell
- Geography - Lynn Lampert
- Pan African Studies - Mary Pardo

The following two members are no longer serving on EPC, but the Program Reviews to which they were assigned should be complete in November.

Patty Faiman requested that they remain assigned. (patty.faiman@csun.edu or x2969)

- Psychology - Norm Fullner
- Linguistics - Marilyn Filbeck

Patty Faiman informed S. Loffler that the following two programs scheduled for review will not occur anytime soon.

- Music - Naomi Bishop
- Liberal Studies - Karen Kearns
- Communications Studies - Darrick Danta

EPC has been asked to assign a replacement for Rafi Efrat (no longer on EPC) for the Family Environmental Sciences Program Review which has not yet begun.

E. A Moratorium on new GE courses is still in effect. The “one-in/one-out” rule applies to all colleges so that any added GE courses must be offset by corresponding GE course deletions from within the same college. New programs do not automatically get to add GE courses to their curriculum. The intention is to dramatically reduce the size of GE.

F. The “one-in/one-out” rule remains in place for all courses (one new course for one deleted course). The number of New Course proposals from within a college should equate the number of deletions from within the same college.

The committee requested that it be given a written definition of the “one-in/one-out rule” from EPC Executive Secretary Margaret Fieweger upon her return.

G. On the September 11, 2002 EPC Agenda, implementation of items I.E. (COMP 122’s split) and I.F. (UNIV 060 rename/renumber) were deferred until Spring 2003 for implementation. However, simultaneous enrollment in the current UNIV 060 course was implemented immediately, as was the backdating of UNIV 060 courses’ exemption from the university’s Repeat Policy.

H. General Education Course Certification and Recertification Forms, Matrices, and Sample Course Assessment Methods Packets were sent to EPC members and Associate Deans via campus mail.

I. Roberta Madison’s report on and recommendations for GE Course Upper Division Writing Requirement compliance will be discussed on October 9, 2002. EPC members will receive a copy of the report before the next meeting.

J. The 7th CSUN Student Research Symposium will be held on November 22, 2002 from 10:00 a.m. to 5:00 p.m. Members were encouraged to volunteer as judges for the Symposium. (Contact Hedy Carpenter or Katherine Bradford at 677-2138 or email hedy.carpenter@csun.edu or katherine.g.bradford@csun.edu)
II. Approval of Minutes
The Minutes of September 11, 2002 had not yet been distributed.

III. New Business

A. REPEAT POLICY

At 2:05 p.m., CSUN President Jolene Koester arrived and stated the following two objectives of her visit with EPC. (Sarah Loffler requested and received the President’s and the committee’s permission to tape-record the discussion.)

The president’s first objective was to thank the committee for its action in 2001 on the Repeat Policy. She stated that EPC’s revisions to the policy were indeed approved and signed by her.

The president’s second objective was to request that EPC take up discussion of the Repeat Policy again. The president then stated the two factors motivating this request. The following is excerpted from the president’s statement:

The first factor has to do with “access.” The number of students enrolled is estimated at more than 32,500 – the highest number in CSUN history. Faculty have experienced this first hand and have extended themselves to let more students into their classes. CSUN has always laid high value on “access,” but it is now reaching a point where it cannot accept high achieving students. There is not enough physical space to hold the students.

The second factor is “quality” related. The state budget is unpredictable. However, even without the existing budget crisis, CSUN cannot support the number of students now enrolled, and while Faculty have let more students into their classes, there is a price to be paid. Funds are being redistributed from other areas of the university’s academic programs. The erosion of quality is inevitable.

While the university’s current Repeat Policy is consistent with the generosity of spirit and values of the institution, this particular kind of generosity is now questionable. Fairness must be balanced with humaneness.

The university must not only look at its Academic Renewal Processes, but reevaluate the status of those students whose coursework falls below the standard. Students are currently allowed to repeat any number of courses.

The president then urged EPC to review the Graduation Rates Task Force’s latest recommendations. While EPC may decide not to consider action on this issue, the president requested that EPC consider it and ask for data from those who can provide it. She then stated that she would respect EPC’s deliberation, support the
consultation process, and accept EPC’s actions. She then said that she would periodically ask EPC about its discussions on this issue.

It was then stated that the current revisions to the Repeat Policy took nearly 4 years to pass.

It was asked whether the 15 unit factor should be the focus of the revisions. The president then agreed that unlimited repetition of courses was indeed a problem. Repeats only minimally and incrementally increase a student’s GPA. The president reiterated that the Academic Renewal processes should also be reevaluated.

The Chair then suggested that Director of Undergraduate Studies Robert Danes review what other campuses do and then reevaluate our Academic Renewal Policy.

Naomi Bishop brought up the Liberal Studies program where students must earn a “C” in courses and therefore, repeating courses is habitual. Perhaps the courses most often repeated should be identified.

Roberta Madison, in reference to the previous data collected by the Business and Economics College which stated that a 22 faculty were generated to support the number of repeats, recalled that, upon visiting a number of Business classes, there were fewer people repeating than she had expected.

Business and Economics College Associate Dean William said that the number of faculty was 11 and that the collected data represented university-wide numbers and was not department specific.

The Chair then announced to the president that the current discussion will be taken up by the committee during this academic year.

The current Repeat Policy is to be implemented in Spring 2003 and the Undergraduate Studies Office will place an ad in the “Sundial” and the policy will appear in the Spring 2003 Schedule of Classes.

The president then thanked the committee.

B. Provisionally Approved Curriculum Review for all Colleges for Spring 2003 implementation (An attachment listing all Provisionally Approved Curriculum was emailed to members and college associate deans.)

Note: At the meeting, CTVA 496P and KIN 396LS were removed from the list of submitted course proposals.

Note: The following two items were added to the Engineering and Computer Science College’s list of Provisionally Approved Curriculum: ENGR 103 and ENGR 303. Both courses are to be deleted.
After discussion, the following 8 curriculum items were moved to Substantive Curriculum for further discussion. However, these minutes will here record whether the courses were approved or not approved. Items 1 through 7 were approved. Item 8 failed.

1. MUS 296LS/LLS (4th offering) - **MSP** (Vote: 11 unanimous)
2. ART 363A - **MSP** (Vote: 11 unanimous)
3. DEAF 496H (5th offering) - **MSP** (Vote: 9 Yes/ 2 No)
4. DEAF 496F (5th offering) - **MSP** (Vote: 9 Yes/ 2 No)
5. COMP 296JAV/L - **MSP** (Vote: 11 unanimous)
6. KOR 296B - **MSP** (Vote: 11 unanimous)
7. LING 404 - **MSP** (Vote: 11 unanimous)
8. PSY 296S - **FAILED Unanimously for lack of concurrence**

For a list of all the Provisionally Approved curriculum that passed, go to the next section after page 6 of these minutes.

C. Substantive Curriculum Review for Fall 2003 implementation (An attachment listing all Substantive Curriculum was emailed to members and college associate deans.)

1. College of Engineering and Computer Science (1 New Course)
   MSE 292CS. MSEM Robotics Project (2 u. @ C-16)
   **MSP** to approve MSE 292CS for Fall 2003.
   (see October 23, 2002 minutes for change of start date.)
   (Vote: 11 – unanimous)

2. College of Arts, Media, and Communication (1 New Course)
   ART 352. Experimental Visual Effects (3-3 u. @ C-16)
   **MSP** to approve ART 352 for Fall 2003.
   (Vote: 11 – unanimous)

D. Discussion of the document entitled “Draft Proposal for Modifying the University’s Summer Term and Adding a Second Intersession 2003” has been postponed until October 9, 2002. The committee requested that EPC be added to consultation on this issue. Lynn Lampert questioned how this would affect Library Hours. Joyce Feucht-Haviar will be invited to answer questions at the next meeting. (The document was emailed to EPC members and Associate Deans on 9/18/02.)

IV. Old Business

A. Future Discussion Items
1. Academic Calendar approval (Academic Affairs)
2. Courses of Study – Review types of courses (See page 98 of current catalog.)
   Departments are not using course numbers effectively or correctly.
3. Discuss whether Experimental courses should be GE courses.
4. Discuss allowing upper division GE courses to count in the GE pattern modifications listed on pages 44-45 in the catalog (Estelle Hekkers, A & R).

5. Discuss EPC’s role in assessment for alternative delivery courses (e.g. online)

6. Review withdrawal penalties

7. Discuss faculty procedures for enforcing Policy on Grade Grievances.

8. Reduction of General Education

9. Courses Not Offered and “Inactive Courses”


11. Extension courses getting matriculated credit

12. It was requested that the following items be placed on the agenda for discussion at EPC’s October 9, 2002 meeting:
   a. Repeat Policy
   b. Summer Session
   c. Double counting for GE and the major
   d. GE Course Certification and Recertification
   e. Alphabetization of Department Sections in the Schedule of Classes

The meeting was adjourned at 3:50 p.m.
Spring 2003 Provisionally Approved Curriculum
Approved at 9-25-02 EPC meeting

College of Arts, Media, and Communication

(CM) Course Modifications
ART 244. Graphic Design I (3 u. @ C-16) Change prerequisite to ART 140, 200 or equivalency. Change catalog description. (Currently has a fee code “05”)
ART 341. Graphic Design Production (3 u. @ C-16) Change catalog description. (Currently has a fee code “10”)
ART 363A. Animation IIA (3 u. @ C-16) Change prerequisite to ART 323. Change catalog description.

(CM) Course Delete
**MUS 332. Piano Repertoire (1) (to compensate for addition of ART 352)

New (Exp) Experimental/ Special Topics
ART 396DL. Digital Illustration (3 u. @ C-15)
MUS 496H/L. Sound Design for Multimedia (2 u. @ C-4; 1 u. @ C-10)

Previously Approved (Exp) Experimental/ Special Topics
Art 396DP. Digital Photo Imaging (3 u. @ C-16) (Offered F/01; S/02; F/02)
Art 496AN. Animation III (3-3 u. @ C-16) (Offered S/01; F/01; S/02)
Art 496SP. Sculpture for Prop Studios (3 u. @ C-16) (F/98; S/00)
Art 496VE. Visual Effects (3-3 u. @ C-15) (Offered F/01; F/02)
*CTVA 496P. Management of Postproduction of Television and Film (3 u. @ C-4) (Offered F/02)
CTVA 496LW. Non-Linear Digital Editing (3 u. @ C-12) (Offered F/00; F/01; F/02)
CTVA 496SFS. Writing the Senior Project Film Script (3 u. @ C-4) (Offered F/02)
MUS 296LS/LLS. Arts Immersion: Music (1 u. @ C-4; 1 u. @ C-7)
(Offered: S/99; S/00; S/02)

*Course was withdrawn at the 9-25-02 EPC meeting.
**Course delete introduced at the 9-25-02 EPC meeting.

College of Education

Previously Approved (Exp) Experimental/ Special Topics
DEAF 496I. Interpreting III (3 u. @ C-4) (Offered: S/01; S/02)
DEAF 496H. Deaf History (3 u. @ C-4) (5th Offering: S/99; S/00, S/01, S/02)
DEAF 496F. Deaf People and Hearing People: A Comparative Cultural Analysis (3 u. @ C-4) (5th Offering, Offered: S/99, S/00, S/01, S/02)
(CM) Course Modifications

MSE 319/L. Engineering CAD and Graphics (1 u. @ C-4; 1 u. @ C-16)
  Change catalog description.
MSE 365. Engineering Project and Program Administration (3 u. @ C-4)
  Change course number to 402. Change prerequisites to MSE 362 or equivalent. Change use to Major and Masters.
MSE 400A. Manufacturing Systems Engineering Design Clinic I (1-3 u. @ S-36)
  Change course number to MSE 450. Change course title to MSEM Solutions Center Project. Change units to 3-3. Change prerequisite to Enrollment in this course is restricted to those students selected to participate in an MSEM Solutions Center project. Change catalog description. Change repeat code.
MSE 400B. Manufacturing Systems Engineering Design Clinic II (1-3 u. @ S-36) Change course number to 451. Change course title to Manufacturing Enterprise Project. Change prerequisites to Enrollment in this course is restricted to those students selected to participate in a MAPLE project. Change catalog description. Change repeat code.

(CM) Course Deletes: Added at EPC’s 9-25-02 meeting to compensate for the new course MSE 292CS.
ENGR 103. Engineering Profession (1) Delete course.
ENGR 303. Engineering Profession (1) Delete course.

New Experimental Course
COMP 496NSP. Advanced Network and Security Protocols (3 u. @ C-4)

Previously Approved Experimental Courses
COMP 496ECT. E-Commerce Technologies (Offered S/01; F/01/s.02; F/02)
COMP 496MC. Multimedia Computing (Offered F/01l S/02)
ECE 296CPR/L. Computer Programming for Electrical Engineers (Offered F/02)
COMP 296JAV/L. Java Programming (5th Offering, Offered S/01; F/01; S/02; F/02)

College of Health and Human Development

(CM) Deleted Courses (Course Modifications)
  Note: HHD is proposing 11 new courses in their Substantive Proposals on October 9.
CDEV 300. Child Development Practicum I (4)
CDEV 301. Child Development Practicum II (4)
CDEV 390. Proseminar in Child Development (3)
  (see Nov. 20, 2002 minutes for rescindment)
CDEV 400. Child Development Practicum III (4)
CDEV 401. Advanced Child Development Practicum IV (4)
CDEV 490. Seminar in Child Development (3)
  (see Nov. 20, 2002 minutes for rescindment)
FES 450/L. Experimental Tailoring/ Lab (2/1)
(CM) Deleted GRAD Course
HSCI 588. Epidemiology of Infectious Disease (3)

New (Exp) Experimental Courses
FES 496SP. Nutrition for Fitness and Sport (3 u. C-2).
KIN 196AA. Adapted Aquatic Exercise (1 u. S-36).  (AAX was not a good suffix.)
KIN 396AQ. Individualized Adapted and Therapeutic Aquatic Exercise (2 u. @ C-2).
KIN 396AQL Individualized Adapted and Therapeutic Aquatic Exercise Lab
   (1 u. @ S-36).

Previously Approved (Exp) Experimental Courses
CDEV 196B. Jumpstart B (3 u. C-2).  (1st offering)
FES 496HP. The Helping Professional (3 u. C-2. (Offered F/01, S/02, F/02)
HSCI 396H. Topics in Public Health (3 u. C-4) (1st offering)
HSCI 396HA. Health and Aging (3 u. C-2) (Offered F/01, F/0)
HSCI 396HS. Health Science for Liberal Studies/ITEP Program (2 u. C-2 ).
   (1st offering) [approved S/02]
HSCI 496AD Health Concerns for the Adolescent (2 u. C-2)
   (1st offering) (approved S/02).
HSCI 496TH. Teaching Health (1 u. C-2) (1st offering) (approved S/02)
KIN 196KF. Shaolin Kung Fu (1 u. C-11). (Offered F/01, S/02, F/02
KIN 196Y. Yoga (1 u. C-11). (Offered F/02)
KIN 296LS/LLS. Arts Immersion: Dance, and Lab (1 u. at C-4; 1 u. at C-7)
   (ITEP program). (Offered S/00, S/01, S/02)
*KIN 396LS. Dance and the Child (1 u. C-7) (ITEP program). (Offered: S/00, S/01, S/02)

*Course was withdrawn at the 9-25-02 EPC meeting.

College of Humanities

(CM) Course Modifications
PHIL 313B. Philosophy in Literature (3 u. @ C-3) Change title to Philosophy of Film
   and Literature; Change classification to C-4; Change course description.
J S 394. Fieldwork in the Jewish Community (3 u. @ S-36)
   Change course number to 390CS; Change title to Service Learning in the Jewish
   Community (Currently in GE Section E)
LING 404. Syntax (3 u. @ C-4) Change title to Morphology and Syntax

1 (CM) GE Course Modification
PHIL 331. Symbolic Logic II (3 u. @ C-4) Remove from General Education, A.2

1 New (Exp) Experimental/Special Topics in GE, F.2 or F.3
KOR 296B. Intermediate Korean II (3 u. @ C-4)

*Note: ITAL 396A. Italian Literature of the 20th Century (3 u. @C-4)
This course will not be offered until a later date, and so, while it was distributed to EPC, the course will not be reviewed at this time.

Previously Approved (Exp) Experimental Topics Courses
ARMN 396C. Advanced Armenian Conversation (3 u. @ C-4). (Offered F/02)
ARMN 396W. Changing Roles of Armenian Women (3 u. @ C-4). (Offered S/02)
FLIT 396M. Italian Civilization of the 20th Century (3 u. @ C-4). (First offering)
LR S 196B/F. Liberal Studies Freshman Seminar: Anthropology (2 u. @ C-4; 1 u. @ C-8)

    (Offered S/00, S/01, S/02. A permanent course proposal is being prepared during F/02)
LRS 296B/F. Integrating Reason, Belief, and Education (3 u. @ C-4; 1 u. @ C-8) (Offered S/00, S/01, S/02. A permanent course proposal is being prepared during F/02.)
LR S 396GW. Liberal Studies Gateway Experience (3 u. @ C-4) (First Offering)
CAS396A. Culture and Violence in Central American Communities (3 u. @ C-4)
    (Offered S/01)
RS 496F. Latino/a Religious Traditions (3 u. @ C-5). (First Offering)
WS 396A. Sex, Lies and Media (3 u. @ C-4) (Offered F/01)

College of Science and Mathematics

(CM) Course Modifications
GEOL 310/L. Structural Geology/Lab (2 u. @ C-4; 2 u. @ C-16) Change prereqs to

    Corequisite or prerequisite: GEOL 307.

Previously Approved (Exp) Special Topics
PHYS 196A. General Physics I Recitation (1 u. @ C-4) (Offered: S/02; F/02)
PHYS 196B. General Physics II Recitation (1 u. @ C-4). (Offered: S/02)
PHYS 296A. Mechanics Recitation (1 u. @ C-4). (Offered: S/02, F/02)
PHYS 296B. Electricity and Magnetism Recitation (1 u. @ C-4) (Offered: S/02, F/02)
PHYS 396B. Introductory Biomedical Physics (3 u. @ C-4). (Offered: F/02)
PHYS 396CL. Advanced Measurements in Biomedical Physics (2 u. @ C-16)
    (1st Offering)

College of Social and Behavioral Sciences

New (Exp) Experimental/ Special Topics
HIST 496PJ. Argentine History, Past, Present and Future (3 u. @ C-4)
HIST 496RH. A Political History of the Middle East (3 u. @ C-2).
HIST 496SF. Race, Identity, and Nation in Peru and Guatemala (3 u. @ C-4).
PSY 296S. Introduction to Sport Psychology (3 u. @ C-2) Failed at 9/25/02 EPC meeting.
URBS 496D. The Image of the City (3 u. @ C-2).

Previously Approved (Exp) Experimental/ Special Topics
POLS 496H. The Struggle for Human Rights in Latin America (3 u. @ C-2)
    (Offered S/02)