

Minutes of EPC Meeting: March 16, 2011 (2:00 to 4:00)
Approved by Committee April 20, 2011
Submitted to Executive Committee _____
Submitted to Academic Senate _____
Approved by Academic Senate _____

MEMBERS PRESENT: H. Hertzog, K. Vrongistinos, D. Brownlee, L. Becker, D. Wakefield, R. Vedd, T. Black
MEMBERS ABSENT: P. DiMarco, V. Pedone, D. Schwartz
GUESTS PRESENT: P. Faiman, J. Hennessey, N. Bekir, E. Adams, M. Rubin, M. Filbeck, D. Danta
STAFF: C. Rawitch, G. Mena

I. Announcements

- A. H. Hertzog announced that the Kinesiology program review will be postponed.
- B. H. Hertzog announced that the next EPC meeting will be held in Ed 3118.
- C. C. Rawitch said that under the new UDWPE policy students are required to take the exam by the completion of 75 units. However, C. Rawitch said that there will be more students that need to take that UDWPE than can be handled by the testing center during the fall of 2011. Therefore, students with more than 75 units will have a deadline of spring 2011.

II. Business

- 1. The minutes from February 16, 2011 were both approved, **MSP**.
- 2. The Math 096S experimental course for fall 11 implementation was approved, **MSP**.
- 3. College of Health and Human Development Curriculum

New Courses

- a. CADV 380/L: Methods of Child and Adolescent Study I and Lab (3/1) – required in the major. **Approved, MSP**
- b. CADV 381/L: Methods of Child and Adolescent Study II and Lab (3/1) – required in the major **Approved, MSP**
- c. CADV 497 AA-ZZ: Special Topics in Child and Adolescent Development (3) – elective in the major. **Approved, MSP**
- d. ~~HSCI 386: Radiologic Sciences-Clinical Education VI (3) – required in the post-bac program for RT licensure Course description (Summer 11 Implementation)~~ This proposal with withdrawn by the College.

- e. ~~HSCI 387: Radiologic Sciences Clinical Education VII (3) — required in the post-bac program for RT licensure. (Fall 11 semester Implementation)~~—This proposal with withdrawn by the College.
- f. HSCI 489: Medical Imaging Pathology (2) – required in the post-bac program for RT licensure Course description (Fall 11 semester Implementation) **MSP, Approved** as a C-13 Course and requested a clarification of the prerequisites.

Course Modifications

- g. CADV 470: Advanced Theories in Child and Adolescent Development (3) **MSP, Approved with one abstention, D. Wakefield.**
- h. CD 450: Voice and Fluency Disorders (3) Change course title to Fluency and Disorders of Fluency, course abbreviation and catalog course description. **MSP, Approved.**
- i. KIN 335: Health Related Fitness in K-12 Physical Education and Lab (2/1) Change prerequisites from none to KIN 272 and KIN 273. **MSP, Approved.**
- j. KIN 462/L: Physical Education Content Development for Adolescents (2/1)Change requisites from KIN 335/L and KIN 273/L to KIN 472/L **MSP, Approved.**
- k. KIN 472/L: Learner Assessment and Technology in K-12 Physical Education (3) Change prerequisites from none to KIN 335/L **MSP, Approved.**

Program Modifications

- l. CADV: Change total units in major from 58-59 (range) to 57. **MSP, Approved with one abstention, D. Wakefield.**
- m. Communication Disorders: Change total units in major from 45 to 49. **MSP, Approved.**

4. College of Education Curriculum Proposals

- a. Course Mod EED 472. **MSP, Approved with one abstention, H. Hertzog.**
- b. Course Mod DFST 370 MSP, approved Fall 11
- c. Course Mod DFST 484 MSP, approved Fall 11
- d. New Course EED 579A [For Undergraduate Students] . **MSP, Approved with one abstention H. Hertzog.**
- e. Course Mod EED 579D [For Undergraduate Students] . **MSP, Approved with one abstention, H. Hertzog.**
- ~~d. —Program Mod ITEP Freshman Option—This proposal with withdrawn by the College.~~
- ~~e. —Program Mod ITEP Junior Option This proposal with withdrawn by the College.~~

5. The Basic Skills Courses Policy was not reviewed due to lack of time.

6. The Academic Internship Proposal Policy was reviewed. **EPC passed a motion to review the policy again on March 30, 2011. [Attachment II6.]** The following issues were raised about policy:

- Concerns that the policy should have a maximum number of work hours per semester.
- Needed clarification on internships versus non-“academic” internships.
- Questions about nomenclature “clinical placement”, “academic internship” versus “practicum”.

[Attachment II6]

POLICY STATEMENT

The following reflects policy changes that better reflect current academic, risk management, and fiscal realities.

Internships for all programs must meet Carnegie standards (insert link) related to required hours and additional pedagogical and risk management requirements imposed by California State University and this campus.

- I. Policy on Internships
 - a. Academic Internships are one category of classes in which experience is the predominant teaching-learning mode. This faculty approved and facilitated experience shall be in organizations other than the academic departments offering the courses. These courses shall include significant involvement of students and hosts with faculty in planning, processing, and evaluating the learning resulting from these experiences. Normally, Academic Internship courses shall be at the upper division or graduate level.
 - b. **Clinical internships, required by licensing and/or accreditation agencies for the purpose of satisfying professional preparation requirements for that agency, shall not be considered academic internships.**
 - c. Academic Internships shall not include required work in Credential pathways.
 - d. Academic Internship credit shall not be granted after the fact or for prior life experience.
 - e. The University and the participating organizations shall adhere to all current CSUN and CSU non-discrimination policies.
 - f. Academic Internships shall include the following elements:
 1. Identified relationship to the academic discipline(s) offering the course.
 2. Screening or selection procedures for students seeking to enroll in these courses, which shall be designated as restricted.
 3. An orientation to experimental learning concepts.
 4. In addition to a syllabus, a written learning agreement or contract accepted by students, faculty, and host describing the rules and regulations, activities, learning processes, and evaluation methods used in the course.
 5. A minimum of 45 work hours per semester is expected for a one-unit course (which would include a minimum of 33 hours in the field placement per semester). A maximum of three units is normally permitted per semester. Classes must meet the current compliance with Carnegie classification standards.ⁱ
 6. Mid-semester and final evaluations of each student and the internship experience by both the instructor and the on-site supervisor.
 7. Facilitation by the instructor during the experience including both written and student contact.

8. Academic credit shall be granted upon instructors' determination of students' learning. This process for final determination of academic credit shall be defined in the learning agreement and include contributions by the student and host.
 - g. Departments may not offer Academic Internships under a 499 designation as Independent Study.
 - h. Normally, students' performances in Academic Internships shall be evaluated on a Credit/No Credit basis. However, upon justification by the department and approval by EPC or GSC, a different basis of grading may be added (e.g., A-F, CR/NC/U).
 - i. Normally, a student may count no more than 6 units of Academic Internship course credit toward an undergraduate major. However, upon justification by the department, EPC may allow up to a total of 12 units. A student may count no more than 12 units of Academic Internship course credit toward a baccalaureate degree.
- II. Maximum allowable hours: Upon approval of EPC or GSC, departmental programs may create hour requirements that exceed 45 hours per unit. These hour requirements must remain in compliance with current interpretation of Carnegie standards.
- III. This policy will be included in the next edition of the CSUN Undergraduate/Graduate Catalog. However, this policy is effective immediately.
- IV. All Internships must comply with current risk management policies and procedures. See: [link](#). Each College is responsible for conducting yearly audits to ensure compliance.

ⁱ See faq document.