

Educational Policies Committee (EPC) Minutes  
September 4, 2013  
Status of Minutes: Approved on

*Attendees:*

MEMBERS PRESENT: K. Vrongistinos, V. Pedone, R. Conner, L. Becker, E. Garcia, C. Woollet

MEMBERS ABSENT: D. Wakefield, P. DiMarco, K. Vrongistinos, J. Oh, C. Spector, M. Pardo, M. Rivas, L. Becker

STAFF: E. Adams, G. Mena

GUESTS PRESENT: P. Faiman, K. Stanford, B. Ryan, J. Binkley, D. Gray, D. Hosken, M. Shiffrar, C. Jones, J. Bruton.

I. Announcements

A. L. Becker (Chair) announced the fall 2013 meeting schedule:

1. 9/4/2013 EPC 2:00 to 4:00 (UN) 211
2. 9/18/2013 EPC 2:00 to 4:00 (UN) 211
3. 10/2/2013 EPC 2:00 to 4:00 (UN) 211
4. 10/16/2013 EPC 2:00 to 4:00 (UN) 211
5. 10/30/2013 EPC 2:00 to 4:00 (UN) 211
6. 11/13/2013 EPC 2:00 to 4:00 (UN) 211
7. 12/11/2013 EPC 2:00 to 4:00 (UN) 211

B. Members, associate deans and guests introduced themselves.

C. L. Becker announced the curriculum review schedule

1. 9/18/2013 Selected Topics, Experimental Topics, and Early Implementation Proposals
2. 10/2/2013 AMC
3. 10/16/2013 CBE, ECS
4. 10/30/2013 HUM, SBS
5. 11/13/2013 HHD, CSM
6. 12/11/2018

II. Business

A. The review minutes from the EPC meeting on May 8, 2013 was postponed.

B. Program review assignments

1. Anthropology program review November 14, 2013 at 1:00 p.m.: **D. Connor.**

2. Religious Studies program review exit meeting scheduled for November 29, 2013: **E. Garcia**

#### C. Discussion SOPs, Consent Calendar and Early Implementation, Proposal Requirements

1. L. Becker circulated a draft version of the Standard Operating Procedures. EPC member suggested addition of (1) fall only implementation requirement and (2) the guidelines for early implementation proposals.

2. L. Becker explained that EPC will begin reviewing all GE curriculum and policy effective Fall 2013.

In summer of 2013, the Senate Executive Committee passed a resolution to accept the recommendation from the General Education Governance Task Force (GEGTF). The recommendation was that (1) G.E. Council will continue completing the current cycle of G.E. recertification and (2) the approval process for all new and modified G.E. courses would revert back to EPC.

#### D. Discussion of General Education (GE) Review

1. EPC briefly discussed the general education topics such as courses moving sections within GE and GE pattern modifications.

#### E. Second Baccalaureate Disqualification Policy

1. Reaffirm second baccalaureate policy passed by EPC in Spring 2013. The following policy was **MSP approved**. Underlined text is proposed new language. Strikethrough text is proposed deletion.

#### **Proposed policy or catalog copy:**

**“3. Disqualified Status:** Students who were on probation the previous semester are placed in disqualified status if, at the end of the next semester, either their cumulative total GPA or CSUN GPA falls below the floor listed for each class level in the table below:

Class Level GPA at the Time of Disqualification

Freshman (1-29 units) 1.50

Sophomore (30-59 units) 1.70

Junior (60-89 units) 1.85

Senior (90-plus units) 1.95

Second baccalaureate 2.0

Units of developmental course work are included in determining class level. Students in disqualified status are not eligible to enroll in the University through the regular enrollment process. They can enroll in CSUN courses only through Open University in the Tseng College. Students seeking to enroll in courses should refer to the Tseng College website at

<http://tsengcollege.csun.edu/>. Only 24 units of course credit earned in the Tseng College can be counted toward a CSUN Degree. The 24-unit limit includes courses completed in Fall, Winter, Spring and Summer sessions through Tseng College. Second baccalaureate students are limited to 9 units of course credit through Open University. Before students in disqualified status can be readmitted under an Academic Performance Agreement (APA), they must demonstrate acquired skills or achievements that support a successful return to the University. Such evidence may include successful completion of courses in the student's Degree Program at another institution or through the Tseng College with grades that demonstrate the student can achieve good standing in a reasonable time frame if readmitted to CSUN. Students are strongly urged to meet with their CSUN academic advisor to discuss the requirements that must be completed in order to be readmitted to the University. When all requirements have been met, students may apply to the University for readmission.

**4. Readmitted Under Academic Performance Agreement (APA):** Students who have been academically disqualified, but who are readmitted to the University under terms of probation, are classified as readmitted under an APA. Students who are readmitted under an APA have registration holds and are not able to register for classes until they have received advisement. During advisement, the student and advisor examine the student's progress toward improving academic status and set goals for the next semester. Declared majors typically receive advisement from the SSC/EOP Satellite in their College. Undecided students receive advisement in the ARC/EOP. Students who are readmitted under APA can enroll in a maximum of 13 units in a semester or Summer term. To request additional units, students must complete the Extra Unit Authorization form and obtain the signatures of the Director of their College SSC/EOP Satellite or ARC/EOP for Undecided or Undeclared majors and the ~~Director~~ Associate Vice President of Undergraduate Studies. Students in this status, whether they have 1 or 2 disqualifications, must fulfill all of the following requirements until they reach good standing: 1) earn a minimum 2.0 semester GPA; 2) enroll in classes each semester; and 3) have in place a signed APA that details the academic progress that must be achieved to move the student toward completion of the Baccalaureate Degree within a designated time period. Students who are readmitted under an APA, but who fail to maintain continuous enrollment in classes each semester or who fail to achieve a 2.0 semester GPA, revert back to disqualified status. They must reapply and be readmitted to the University as a previously disqualified student in order to be eligible to enroll in classes through the regular enrollment process. See section below titled Readmission of Previously Disqualified Students. Academic disqualification is a permanent notation in a student's academic record and has serious consequences that can impact attainment of a Baccalaureate Degree. The consequences of academic disqualification depend upon whether it is the first, second or third disqualification that the student receives.

#### **Categories of Disqualification**

**First Disqualification:** Any student whose cumulative GPA is below a 1.0 will be disqualified immediately without first being placed on probation. In addition, students who were on probation the previous semester are placed in disqualified status if at the end of the next semester either their cumulative total or CSUN GPA falls below the GPA listed for each class level (See Table under Academic Standing item 3. "Disqualified Status"). Students who receive a first disqualification will not be eligible to enroll at CSUN through the regular enrollment process for at least 1 semester. They will need to apply for readmission as a previously disqualified student by posted deadlines. Disqualified students can enroll in Open University through CSUN's Tseng College for up to 24 units (including Fall, Winter, Spring and Summer courses), or can take transferable courses at other institutions. In order to gain readmission, students will be expected to demonstrate ability to succeed in university-level classes. For admission deadlines, see [www.csun.edu/anr/AdmissionStatus.html](http://www.csun.edu/anr/AdmissionStatus.html).

**Second Disqualification:** Students who receive a second disqualification are not permitted to continue to enroll in CSUN courses through the regular enrollment process for at least 1 semester. An application for readmission as a previously disqualified student by posted deadlines is required. Students disqualified for a second time can enroll in Open University through CSUN's Tseng College for up to 24 units (including Fall, Winter, Spring and Summer courses) or can take transferable courses at other institutions. In order to gain readmission, students will be expected to demonstrate ability to succeed in university-level classes. Readmitted students are subject to all of the regulations described above in the section titled "Readmitted Under APA." Students who fail to earn a minimum 2.0 semester GPA will receive a third disqualification. For admission deadlines, see [www.csun.edu/anr/AdmissionStatus.html](http://www.csun.edu/anr/AdmissionStatus.html).

**Third Disqualification:** Students who receive a third disqualification are not eligible to seek readmission to the University for a minimum of 5 years after the final day of the semester during which they received the third disqualification. Students who have been disqualified 3 times may not retake classes or finish an Incomplete contract for the purpose of raising grades to avoid a third disqualification.

**Disqualification for second baccalaureate students:** Students who are pursuing a second baccalaureate degree and who receive a first disqualification will not be eligible to enroll at CSUN through the regular enrollment process for at least 1 semester. They will need to apply for readmission as a previously disqualified student by posted deadlines. Disqualified second baccalaureate students can enroll in Open University through CSUN's Tseng College for up to 9 units (including Fall, Winter, Spring and Summer courses), or can take transferable courses at other institutions. In order to gain readmission, students will be expected to demonstrate ability to succeed in university-level classes in the second baccalaureate field. For admission deadlines, see [www.csun.edu/anr/AdmissionStatus.html](http://www.csun.edu/anr/AdmissionStatus.html).

Second baccalaureate students who receive a second disqualification are not eligible to seek readmission to the University for a minimum of 5 years after the final day of the semester during which they received the second disqualification. Second baccalaureate students who have been disqualified 2 times may not retake classes or finish an Incomplete contract for the purpose of raising grades to avoid a second disqualification.

**Academic Reinstatement to the University after a Final Disqualification**

Five years from the final day of the semester during which the student received a final disqualification (third disqualification for baccalaureate candidates, second disqualification for second baccalaureate candidates), the student may reapply to the University during the appropriate application filing period. The student must provide evidence that demonstrates acquired skills or achievements that support a successful return to the University. Reinstated students are readmitted under an APA and are subject to all of the regulations that apply to students in this status. Students who fail to earn a minimum 2.0 semester GPA will receive a final disqualification and will be given no further opportunities for readmission. For admission deadlines, see [www.csun.edu/anr/AdmissionStatus.html](http://www.csun.edu/anr/AdmissionStatus.html).”

F. The Written Syllabi for All Undergraduate Courses was **tabled** until next meeting.