Educational Policies Committee (EPC) Minutes
Meeting Date: Wednesday, February 12, 2014
Status of Minutes: Approved on 4/23/14

Attendees:

MEMBERS PRESENT: C. Spector, L. Becker (Chair), M. Rivas, C. Woolett, D. Lemus, L. McConville, D. Wakefield, E. Garcia, J. Oh

MEMBERS ABSENT: D. Conner, K. Vrongistinos, V. Pedone

STAFF: G. Mena, M. Neubauer

GUESTS PRESENT: B. Paller, R. Espinoza, K. Stanford, M. Shiffrar, C. Jones, T. Abourezk, P. Faiman, J. Stahl, D. Hosken, J. Kephart

I.   Announcements
   A. M. Neubauer is serving as the executive secretary today because E. Adams was unable to attend the meeting.

   B. Faculty Authored Material Policy Discussion. M. Neubauer explained that the Faculty Authored Materials Policy approved in 1991 was deemed deficient by a recent internal audit. M. Neubauer reported the current policy does not adequately address the issues of electronic publishing or conflicts of interest.

      L. Becker said that EPC could work on a policy revision during spring semester. L. Becker asked members to volunteer to serve on the policy work group via email.

II.   Business
   A. The minutes from 12/11/13 and 1/29/2014 were **MSP approved** with the correction of a typo.

   B. Discussion curriculum proposals/assessment (L. Becker)
      1. L. Becker introduced the topic of "closing the loop" in the curriculum review process. He asked EPC to discuss the issue of how departments use what is learned through the assessment/program review process to drive curriculum reform in light of an essay, *Assessment: Whither?,* published by Provost Hellenbrand. Provost Hellenbrand wrote:

         Beginning next fall, Academic Affairs will approve no substantive change in courses and/or programs unless there is credible evidence as justification (assessment, findings in program reviews, etc.) or a waiver that cites an external requirement or

mandate (change in law, accreditation standard, professional guidelines, CSU "adventure," etc.)

B. Paller, the Director of the Office of Academic Assessment and Program Review, discussed ongoing assessment processes. B. Paller reviewed the different indirect and direct methods used to gather information in order to "close the loop" in assessment.

Some EPC members commented that the curriculum forms already provide an opportunity for departments to provide assessment evidence.

L. Becker and M. Neubauer agreed Provost Hellenbrand's commentary was in line with current EPC practices.

C. Selected Topics and Previously Offered Experimental Courses: **Information Only**
Selected Topics
1. BUS 296BHQ Ethics and Social Responsibility (1)
2. CADV 497AB Issues in Emerging Adulthood (3)
3. CADV 497AC Mentoring the Emerging Adult (3)
4. ENGL 459GR Global Rhetorics (3)

Previously Offered Experimental Courses
5. FCS 496C Money Matters (3) (Previously offered Fall 2012 and Spring 2013)
6. HSCI 496LA Lactation Education (3) (Previously offered Fall 2012 and Spring 2014)
7. POLS 496LP Latina/o Politics (3). (Previously Fall 2013)
8. PSY 496RL Object Relations, Romantic Love, and Attachment Theories (3) (Approved, Fall 2014 will be first offering.)

D. New Experimental Courses
1. CTVA 196DF – Introduction to Digital Filmmaking (3) **MSP approved.** The department clarified that this course (C12) is only for students in the four of the options.
2. COMS 396F – Communication and Food (3) **tabled** because of questions about consultation and proposed implementation date.
3. ME 496FCT – Fuel Cell Technology (3) **MSP approved.**
4. BIOL 296L Introduction to Molecular Biology Research Lab (3) **MSP approved**: add instructor consent and review lab hours.

E. Early Implementation

1. COMS 104/L (CM)—Literature in Performance and Lab. add line to course description about required outside of class hours to clarify for students. **MSP approved.**
2. COMS 199 (CM)—Performance Ensemble. Change number of completions from 3 to 4 (for 4 total units). **MSP approved.**
3. CTVA 494 A, B, C, D, E, and F—Internship **MSP approved** with edits: (1) Take dash out, and add "and", (2) With a "2.0" and strikethrough "academic standing", and (3) change unit count reflect a range of units.
4. MUS 397 A, B, C, D—Music Recording Lab. Course deletion. **MSP approved.**
5. MUS 407—Keyboard Literature. Course deletion. **MSP approved.**
6. MUS 478—Piano Pedagogy Resources and Practicum. Deletion. **MSP approved.**