

Educational Policies Committee (EPC) Minutes

Meeting Date: Wednesday, February 18, 2015

Status of Minutes: Approved 3/4/15

Attendees:

MEMBERS PRESENT: L. Becker, L. Borchard, D. Conner, L. Henderson, L. McConville, Y. Mimura, J. Oh, V. Pedone, D. Schwartz, C. Spector, D. Wakefield

STAFF: E. Adams, J. Hunter

GUESTS PRESENT: B. Cabello, C. Hayashi, L. Lampert, R. Espinoza, T. Abourezk, D. Hosken, M. Cahn, C. Jones, P. Faiman, R. Ryan

I. Announcements

- A. The Faculty Authored Material Policy update was moved to business (item E).
- B. L. Becker provided an update on the status of the Syllabus Policy. The joint policy has been approved by the Graduate Studies Committee and will return to the Senate Executive Committee and Faculty Senate.
- C. E. Adams announced that EO 1100 (formerly 1065) was issued today and requires a "C" or better in the four basic subjects. It will be implemented in Fall 2016 for continuing CSUN students and Fall 2015 for previously disqualified students readmitted to the university. It is already the practice for transfer student admissions. The committee discussed two approaches, either (1) create a blanket policy with the basic skills grade requirement applying to all affected courses, or (2) require course modifications for each affected course. C. Spector suggested a cover memo rather than individual course modifications. E. Adams and L. Becker will work together to draft a policy.
- D. E. Adams announced that the Chancellor's Office needs to be notified when new options are approved. Associate Deans should let her know ahead of time.

II. Business

A. The minutes from 2/4/15 were **MSP approved** with one abstention.

B. The following items were informational and not voted on (effective Fall 2015)

Selected Topics

1. BUS 296BHS – Seminar in Business Research Methods (1)
2. BUS 296BHT – Seminar in ePortfolios, Web Tools and Professional Branding (1)
3. CHS 495G – Ethnic Studies in the Schools (3)
4. CHS 495H – Ethnic Studies in the Community (3)
5. CHS 495I – Incarcerated and Formerly Incarcerated Chicanas/Women (3)
6. CHS 495W – Chicana/o Feminisms & Queer Interventions (3)
7. ENGL 457EP – Experimental Performance (3)
8. ENGL 459DW – Digital Writing (3)
9. ENGL 495WNW – West/Non-West (3)
10. ANTH 476L – Lithic Analysis (3)
11. PSY 488M – Advanced Inquiry in Cognition: Memory (3)
12. PSY 488MS – Seminar for Advanced Inquiry in Cognition: Memory (2)
13. PSY 488MH – Advanced Inquiry in Cognition: Memory, Honors (3)
14. PSY 485ADH – Advanced Inquiry in Research Methods: Archival Data – Honors (3)

Previously Offered Experimental Topics

1. BIOL 296 – Introduction to Molecular Biology Research (3)
(previously offered Fall 2014, Spring 2015)
2. CTVA 196DF – Introduction to Filmmaking (3)
(previously offered Fall 2014, Spring 2015)
3. CTVA 496PM – Principles of Production Management (3)
(previously offered Fall 2013, Spring 2014, Fall 2014)
4. COMS 396D – Communication and Death (3)
(previously offered Fall 2014)
5. COMS 396F – Communication and Food (3)
(previously approved for Spring 2015 but not offered)
6. COMP 496ALG – Algorithm Design and Analysis (3)
(previously offered Spring 2015)
7. ME 396HT – Heat Transfer in Electrical and Electronic Systems (3)
(previously offered Spring 2015)
8. SBS 396A – Social Science Research Methods (3)
(previously approved for Summer 2013 but not offered)

The following items were voted on (effective Fall 2015)

Previously Offered Experimental Topics

1. KOR 296A – Intermediate Korean I (3)
(previously offered Fall 2001, Spring 2002, Fall 2002, Fall 2006, Fall 2008)
2. KOR 396A – Advanced Korean I (3)
(previously offered Fall 2008, Spring 2015)

Both KOR 296A and KOR 396A were **MSP approved** (one no vote) with the caveat that EPC should seek permanent courses for future offerings.

C. New Experimental Courses

1. ART 496MG – Advanced Motion Graphics (3) **MSP approved** with the addition of “6 hours per week” to the course description.
2. TH 496CAM – Advanced Acting for the Camera (3) **MSP approved** with the addition of “6 hours per week” to the course description.
3. CADV 496AND – Autism and Neurodevelopmental Disabilities (3) **MSP approved** (one abstention) with a correction to the implementation semester.

D. Early Implementation (Fall 2015)

1. Cinema and Television Arts, B.A. – Radio Production Option (PM). **MSP approved** to delete the option.
2. JOUR 310 – Writing, Reporting and Ethics III (CM). **MSP approved.**
3. JOUR 341 – Writing and Editing for Public Relations (CM). **MSP approved.**
4. JOUR 350 – Photojournalism (CM). **MSP approved.**
5. JOUR 410 – Investigative Reporting (CM). **MSP approved.**
6. JOUR 415 – Reporting for TV News (CM). **MSP approved.**
7. JOUR 440 – Public Relations Techniques (CM). **MSP approved.**
8. JOUR 450 – Advanced Photojournalism (CM). **MSP approved.**
9. JOUR 455 – Documentary Photojournalism (CM). **MSP approved.**
10. COMP 380/L – Introduction to Software Engineering (CM). **MSP approved** pending Philosophy consultation.
11. Computer Science, B.S. (PM). **MSP approved** with a correction to the marked-up catalog copy.
12. Mathematics, B.A. – Four-Year Integrated (FYI) Option (PM). **MSP approved** with corrections to the catalog copy.
13. Mathematics, B.A. – Junior-Year Integrated (JYI) Option (PM). **MSP approved** with corrections to the catalog copy.
14. GEOL 430A **and** 430B – Summer Field Geology A **and** B (CM). **MSP approved** with a correction to prerequisite statement.

15. SOC 475AEE **and** BEE – Supervised Field Instruction I **and** II (CM). **MSP approved** to delete the courses.
 16. AIS 301 – First Peoples and Popular Culture (CM). **MSP approved** with changes. Include new course title in the proposed catalog copy and confirm short title. It was noted that the lower division writing requirement is already a prerequisite for all upper division general education courses.
 17. JS 318 – Jewish Ethics and Society (CM). **MSP approved**.
- E. L. Becker shared various comments about the Faculty Authored Material Policy from Faculty Senate’s first reading. It was **MSP approved** to make one editorial change in section 2.2.

The following changes to the policy were **MSP approved**:

CSUN Faculty Authored Material Policy

~~**POLICY RE: FACULTY AUTHORED MATERIAL.** At its September 19, 1991 meeting, the Faculty Senate recommended approval of the following revised policy, proposed by the Educational Policies Committee~~

1. Reproduction and Use of Course Materials Covered by Copyright Laws

1.1. Faculty Responsibilities

- a. **1.1** It is the individual professional responsibility of every **all** faculty members to comply with all existing copyright laws. ~~(Copies of such laws, including the Fair Use Doctrine, are available in the President’s Office.)~~ **Guidance about copyright and fair use can be found at <http://library.csun.edu/Guides/Copyright>.**
- b. ~~The Faculty Senate periodically should seek legal counsel to obtain an authoritative and current analysis of existing copyright laws and their practical implications for faculty~~

1.2. The Bookstore’s Responsibilities

- a. ~~The CSU Foundation and the Matador Bookstore should comply with all existing copyright laws.~~
- b. ~~The Bookstore should establish an efficient system for fulfilling the requirements necessary to legally reproduce copyrighted materials for class use. This system should be explained to the faculty, and the faculty should be provided with timely and specific instructions for its use.~~

2. Self-Authored Materials that Faculty Members Authored by CSUN Faculty Used in their Own CSUN Courses

- 2.1 It is the individual professional responsibility of all faculty members to make a reasonable effort to avoid ~~any~~ the appearance of a conflict of interest that could give their students or the public served by the University reasons to question the propriety if of their professional judgments.
- 2.2 Faculty ~~may~~ planning to adopt self-authored works authored by themselves or by other CSUN faculty published by a commercial or university press in which they the author have has a personal financial interest ~~for use in their own courses only after~~ must obtaining their Department's approval to do so in each case. Approval is required regardless of whether these works have been published by a commercial or university press, and applies to print materials as well as eBooks and other eMedia published online. Such approval should be granted only if an independent departmental peer review by a committee of tenured faculty has determined that the work's level and content ~~of the work in question~~ is appropriate for the courses in which it will be used and that its adoption is unlikely to impose an unreasonable financial burden on students who are required to purchase it.
- 2.3 ~~Except under unusual circumstances, f~~Faculty should not seek or accept personal income or royalties from sales of self-authored required or recommended course materials to ~~their own~~ CSUN students when they arrange to have the ~~Foundation~~, Bookstore, or some other provider of copy or printing services reproduce these materials specifically for sale to ~~their~~ CSUN students ~~because they require or recommend them for use in their courses.~~ Students should not be charged more than the actual costs that may be involved in legally reproducing and distributing such materials.
- 2.4 Departments which authorized specific course adoptions of faculty authored materials that are specifically designed for use in the courses for which they are approved, and that have not been published by a commercial or university press, may also authorize faculty the Department to charge a royalty which is to be deposited in a Department fund used to benefit students. Such royalties may not exceed 5% of the cost of reproducing and distributing the course material involved.

Meeting adjourned at 3:20 p.m.