

Educational Policies Committee (EPC) Minutes

Wednesday, December 2, 2015

Status of Minutes: Approved 2/3/16

MEMBERS PRESENT: L. Becker (Chair), L. Borchard, B. Lasky, Y. Mimura, D. Schwartz, W. Smith, C. Spector, D. Wakefield

MEMBERS ABSENT: B. Osorno, G. Terzyan

STAFF: E. Adams, J. Hunter

GUESTS PRESENT: M. Sariscsany, J. Binkley, C. Jones, B. Malec, L. Rubino, S. Esparza, M. Efrat, S. Malhotra, P. Faiman, M. Cahn

I. Announcements

- A. L. Becker announced that the Honors at Graduation policy passed Faculty Senate.
- B. L. Becker asked for an EPC representative to be part of a task force looking at online teaching evaluations. Y. Mimura and D. Wakefield volunteered. L. Becker will forward their names to the Faculty Senate Office.
- C. L. Becker shared that J. Oh will no longer serve on EPC. The Senate Executive Committee will appoint a new member to replace her in early spring.

II. Business

- A. The minutes from 11/18/15 were **MSP approved**.
- B. College of Health and Human Development
 - Regular Curriculum – Fall 2016 Implementation**
 - Health Sciences***
 - Course Modifications***
 - 1. HSCI 414 – Health Law (3). **MSP approved**.
 - 2. HSCI 415 – Health Information Systems (3). **MSP approved** with correction to the course description.
- C. College of Humanities
 - English***
 - Returning Approved New Course***
 - 1. ENGL 215 – Research Writing (3). Revisions were **MSP approved**.

D. Discussion

1. L. Becker led a discussion about consultation. Departments should consult when using courses outside of the department or when making changes to courses that are used by other departments. It was recommended that proposers consult the catalog for other department programs or courses using the course when making modifications. It is also helpful to review previous class rosters. It was noted that GE courses need to be consulted more broadly. Additionally, consultation needs to be made when content/focus of a course overlaps or has the potential to overlap with another course.

The committee also discussed the issue that arises when departments do not receive a response to a consultation request. It was suggested to use a reasonable person test in this situation. L. Becker reminded the committee that the department chair, not the proposer, makes the consultation. It was recommended to create guidelines for consultation (similar to the document developed for resource implications a few years ago) and connect the document to the curriculum form. L. Becker volunteered to write a draft of the guidelines.

2. The committee discussed how GE proposals should demonstrate meeting GE, IC and WI SLOs. It was suggested to update the Standard Operating Procedures by specifying the number of GE SLOs that need to be met, along with requiring the proposal to explain how the course meets each SLO. The committee prefers a brief narrative that states which each GE SLOs are addressed and explains how each of the SLOs are met. Also, the SLOs should not be addressed collectively because each SLO is different. E. Adams encouraged the associate deans to share well done curriculum with faculty working on new proposals. B. Lasky asked if it is EPC's purview to change SLOs. E. Adams said there should be a conversation with the Senate Executive Committee about changing SLOs in a significant way. Either E. Adams or L. Becker will check with Faculty President A. Swenson.
3. The committee briefly discussed EPC's role in enrollment management. L. Becker said although enrollment management/financial management is not under EPC's purview, EPC should not approve courses or programs that cannot feasibly be offered. E. Adams added that colleges should not put forward such curricula. Since the problem affects the campus as a whole and cannot be solved by EPC alone, it was suggested to create a task force to look at this issue. E. Adams offered to speak to the provost about the idea of a task force to address enrollment management.