Educational Policies Committee
Meeting Minutes
Wednesday, April 1, 2020
Status of Minutes: Approved 4/15/2020

Attendees
Members Absent: Y. Mimura (on leave)
Staff: E. Adams, D. Cours, J. Hunter

I. Announcements

A. C. Mayberry announced that the Faculty Senate approved the Community-Based Learning Policy.

B. C. Mayberry announced that the revised Full-Time Enrollment Policy for Semester at CSUN students was presented for a first reading at the Senate Executive Committee last week. No changes were requested.

C. C. Mayberry announced the Faculty Senate election results for new EPC members (three-year term, effective with the 2020-21 academic year): K. Grote (Child and Adolescent Development), D. Weingarten (Theatre), and T. Zirakian (Civil Engineering and Construction Management).

II. Business

A. The minutes from 3/4/2020 were MSP approved.

B. C. Mayberry informed the committee that program review reports will be posted in Box. Any remaining program reviews for Spring 2020 have been postponed.

C. E. Adams said the Chancellor’s Office issued a memo suspending the Graduate Writing Assessment Requirement (GWAR) for Spring 2020 and Summer 2020 graduation requirements. Additionally, the memo asks that campuses work through shared governance to determine an alternative metric to satisfy the in-person testing requirement via a course or series of courses, beginning with the 2021-22 academic year. Alternative metrics will be discussed further at a future meeting.
D. E. Adams said the Senate Executive Committee, the Associated Students Senate, and the President’s Cabinet have come to a preliminary agreement to give undergraduate students the option to select any of the three grading iterations allowed under Title 5 for the Spring 2020 semester. CSUN currently allows A-F letter grading and Credit/No Credit grading. A-C/No Credit grading is also allowed under Title 5 and would be added to the menu of grading options. Extensive FAQs will be posted on the Undergraduate Studies website. Students will have until May 1 to change the basis of grading in SOLAR. After that point, grade rosters are generated and the basis cannot be changed. The grading basis for courses offered Credit/No Credit only cannot be changed to letter grade. An announcement will be coming out within the next day or so.

E. E. Adams said Undergraduate Studies and Graduate Studies have been handling late drop requests that associate deans would usually process during weeks 5-12. Approvals have been generous and most drops are related to issues around the pandemic. She said circumstances for approving late drops change during week 13 and if students want to drop due to changing pressures, they need to do so by April 17.

Additionally, E. Adams said she would like EPC to consider having less stringent requirements for late drops in general, allowing for a more seamless process for students who want to drop a course late.

F. After brief discussion, it was decided to continue the Matador Academic Challenge pilot for an additional year for new freshmen entering in Fall 2020. It was recommended to form a subcommittee next year to determine if other groups of students, such as continuing freshmen in their sophomore year or new transfers, should be included.

G. C. Van Buskirk and C. Sales from the Academic Technology Committee presented the idea to create a “High Cost Course Materials” designation in the Schedule of Classes. Data would be provided from the Campus Bookstore or through the faculty-designated Affordable Learning Solutions form and fed into the Schedule of Classes. EPC members raised some concerns such as course materials not available through the Campus Bookstore, high-cost books that cover a sequence of courses, options to purchase half a book or rent a book, or the ability to obtain the materials at a lower cost elsewhere. One member expressed that labeling courses as high cost based on Campus Bookstore pricing could dissuade students from taking a course when they may have the option to access materials inexpensively, making the student-facing HCCM designation inaccurate. A copy of the proposal will be distributed to EPC members.
H. Curriculum proposals on the Consent Calendar were **MSP approved** (see Attachment I).

I. College of Health and Human Development (Action Item)

**Health Sciences**

**New Course**

1. HSCI 484A – Positron Emission Tomography: Fusion Imaging (3). **MSP approved** with correction to course number in the course description.

**Program Modifications**

2. Radiologic Sciences, B.S. **MSP approved** for Fall 2020 implementation with revisions. Correct unit totals on the form and move EOH 467 in alpha order in the catalog copy.

3. Health Administration, B.S. **MSP approved** with revisions. Change effective date to Fall 2021, revise GE statement at the end of the catalog copy, and ensure proposed and clean catalog copy match.

J. David Nazarian College of Business and Economics (Action Item)

**Finance**

**Program Modifications**


2. Business Administration, B.S. – Option in Financial Planning. **MSP approved** with revisions. Update unit ranges and remove statement about double options from the catalog copy. Correct upper division unit totals on form.


**Program Deletions**


5. Finance, B.S. – Option in Financial Planning. **MSP approved**.

6. Finance, B.S. – Option in Insurance. **MSP approved**.

K. Mike Curb College of Arts, Media, and Communication (Action Item)

**Art**

**New Courses**

1. ART 210 – Animation and Immersive Technology (3). **MSP approved** with revisions. Update consult with CTVA and make the following corrections to the syllabus: update course description, fix location of Writing Center, include statement about plus/minus grading.

2. ART 460 – History of Animation (3). **MSP approved** with revisions. Update course description on form and fix prerequisites on syllabus to match form.
3. ART 491 – Design Strategy for Effective Branding (3). MSP approved with revisions. Revise sentence structure for course objectives 4 and 5, and include grading criteria on the syllabus.

Meeting adjourned at 3:51 p.m.
Attachment I: Consent Calendar
 Revised 4/1/2020

Some curriculum proposals will be moved onto a “consent calendar” on the agenda. The purpose of the consent calendar will be to expedite items deemed to be minor and non-controversial. The Chair of EPC will move items onto the consent calendar in consultation with the Executive Secretary of the Committee. All of these items will remain available for review by all EPC members and any EPC member may remove an item from the consent calendar at any time prior to or during the meeting at which the item is to be considered. Items on the consent calendar will be acted upon as a single item. (EPC Standard Operating Procedures, page 3.)

A. College of Health and Human Development (Returning from 3/4/2020)
   Health Sciences
   Course Modifications
   1. HSCI 337 – Nutrition and Health (3)
      List across to GE Section B5 Scientific Inquiry and Quantitative Reasoning
   2. HSCI 345 – Issues in Public Health (3)
      List across to GE Section B5 Scientific Inquiry and Quantitative Reasoning
   3. HSCI 413 – Leadership and Direction in the Administration of Health Services (3)
      Change course description and requisites

   Program Modification
   4. Health Administration, B.S. Moved to Agenda Item II.I.3.

   Kinesiology
   New Courses
   5. KIN 307 – Facilities and Event Administration in the Sport Industry (3)
   6. KIN 308 – Marketing and Public Relations in the Sport Industry (3)

   Program Modification
   7. Kinesiology, B.S. – Sport Studies Option

   Environmental and Occupational Health
   Course Modification
   8. EOH 353 – Global Perspectives of Environmental Health (3)
      List across to GE Section B5 Scientific Inquiry and Quantitative Reasoning

   Family and Consumer Sciences
   Course Modifications
   9. FCS 315 – Issues in Housing (3)
      List across to GE Section B5 Scientific Inquiry and Quantitative Reasoning
   10. FCS 323 – Family and Individual Money Management (3)
      List across to GE Section B5 Scientific Inquiry and Quantitative Reasoning
   11. FCS 324 – Consumer Rights, Issues, and Problems (3)
      List across to GE Section B5 Scientific Inquiry and Quantitative Reasoning
   12. FCS 340 – Marriage and Family Relations (3)
      List across to GE Section D1 Social Sciences
B. David Nazarian College of Business and Economics

Marketing

Program Modification
1. Business Administration, B.S. – Option in Marketing
   New option

Program Deletion
2. Marketing, B.S.

Management

Program Modification
3. Business Administration, B.S. – Option in Management
   New option

Program Deletion
4. Management, B.S.

C. Mike Curb College of Arts, Media, and Communication

Art

Course Modifications
1. ART 301 – Web Design (3)
   Change course description and requisites
2. ART 302 – Video/Digital Art (3)
   Change course description and requisites
3. ART 322A – Illustration I (3)
   Change course description and requisites
4. ART 324A – Drawing III: Figure Drawing (3)
   Change course description and requisites
5. ART 326 – Painting II: Abstract Painting (3)
   Change course description and requisites
6. ART 327 – Painting II: Representational Imagery (3)
   Change course description and requisites
7. ART 328 – Water Color (3)
   Change course description and requisites
8. ART 330 – Drawing 3: Composition (3)
   Change course description and requisites
9. ART 335 – Sculpture II (3)
   Change course description and requisites
10. ART 342 – Exhibition Design (3)
    Change course description and requisites
11. ART 344 – Graphic Design II (3)
    Change course description and requisites