

**Educational Policies Committee
Meeting Minutes**

Wednesday, February 3, 2021

Status of Minutes: Approved 2/17/21

Attendees

Members Present: L. Becker, D. Choudhary, S. Garrett, N. Golden, K. Grote, B. Lasky,
C. Mayberry, Y. Mimura, D. Weingarten

Members Absent: M. Alvarez Rojas, T. Zirakian

Staff: E. Adams, D. Cours, J. Hunter

Guests: K. Baxter, R. Espinoza, P. Faiman, S. Gandhi, C. Hayashi, K. Henige,
X. Jia, K. Kirner, P. Lazarony, K. Luna, D. Mercado, L. Moody, D. Tamalis,
B. Wightman, B. Wu

I. Announcements

- A. D. Weingarten announced the curriculum review schedule for Spring 2021:
 - 1. 2/17/2021: Previously Offered Experimental Topics, Selected Topics, Pattern Modifications, Early Implementation, DNCBE
 - 2. 3/03/2021: CECS, CSM, HHD
 - 3. 4/07/2021: SBS, MDECOE
 - 4. 4/21/2021: HUM, MCCAMC
 - 5. 5/05/2021: Returning Proposals

- B. D. Weingarten announced that the Resolution Regarding Voluntarily Adding Student Supportive Language to Syllabi will be presented to the Senate Executive Committee on Thursday, February 4, 2021.

- C. C. Mayberry reminded the committee about the name change to the University Library. Please update references on documents or websites to the new name.

- D. C. Mayberry shared that the California Education Learning Lab is offering a webinar on *The Syllabus as an Equity Practice* facilitated by Dr. Estela Bensimon on Friday, February 12, 2021.

II. Business

- A. The minutes from 12/2/20 were **MSP approved**.

B. Program Review Updates

1. Y. Mimura reported on the Urban Studies and Planning program review final MOU meeting. Commendations covered curriculum; undergraduate and graduate students, alumni, and community partners; scholarship and equitable service work distribution among faculty; and collegial and professional department decision-making. Recommendations included more formal collaborations with allied and related departments, expanding General Education, and gender diversity in faculty.
2. S. Garrett reported on the Kinesiology program review final MOU meeting. Commendations included sustainable assessment plans; progress in graduation rate metrics; faculty regarded as caring, respected, productive leaders across the campus; active student involvement in clubs and organizations; a dedicated academic advisor; and enhancement of lab areas. Recommendations included continuing efforts to address the equity gap in student success outcomes; strengthening assessment efforts; pursuing accreditation for the Strength and Conditioning program; expanding career advising mentorship and peer learning opportunities; helping students navigate advising; improve tenure density and professional development; expanding the dance program while maintaining the dance option and the existing minor; improving communication avenues and department website; and strengthening the existing hybrid model to sustain the Center of Achievement.

C. Curriculum proposals on the Consent Calendar were **MSP approved** (see Attachment I).

D. New Experimental Topics Courses

College of Science and Mathematics

1. GEOL 496ECS – Geology and Environmental Justice (4). **MSP approved** with correction to the SLOs on the syllabus.
2. MATH 196SR – Quantitative Reasoning Preparation for STEM (3). **MSP approved** with addition of a Course Outline header on the syllabus and a rationale of why the change in unit value is beneficial for students.

College of Social and Behavioral Sciences

3. POLS 496M – The Politics of Climate Change (3). **MSP approved** with addition of graduate student expectations on the syllabus.

Office of Student Success

4. UNIV 396A – Transfer Success Seminar (1). **MSP approved.**

- E. E. Adams shared a memo from the Chancellor's Office that the United States Department of Education changed its definition of the student credit hour, shifting responsibility for compliance to regional accrediting agencies such as WASC. All CSU campuses are required to develop, communicate and implement procedures for regular, periodic review of the credit hour policy and publish a clearly stated practice or process that ensures compliance with the student credit hour definition. She presented a draft policy recommendation based on the current CSU definition from the annual Mandatory Catalog Copy to address this recent change that needs to be in effect for June 2021. After discussion, the policy recommendation was **MSP approved**.

Credit Hour (Revised)

~~As of July 1, 2011, federal law (Title 34, Code of Federal Regulations, sections 600.2 and 600.4) requires all accredited institutions to comply with the federal definition of the credit hour.~~ For all CSUN degree programs and courses bearing academic credit, the "credit hour" is defined as "the amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than:

1. One hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately 15 weeks for one semester or trimester hour of credit, or 10 to 12 weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time; or
2. At least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the institution, including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours." A credit hour is assumed to be a 50-minute period. In courses in which "seat time" does not apply, a credit hour may be measured by an equivalent amount of work, as demonstrated by student achievement.

CSUN faculty will evaluate the credit hour designations for approved curriculum in regular cycles to coincide with the campus accreditation cycle. No later than one year prior to the submission of the WSUSC reaccreditation documents, each college will be required to provide a certification of all of their approved courses meeting the guidelines above. These certifications will be reviewed by the Educational Policies Committee (000-400 level courses) or the Graduate Studies Committee (500-700 courses) and the record of these certifications will be maintained by Undergraduate Studies on behalf of the University.

- F. E. Adams explained that the only way to meet the Graduation Writing Assessment Requirement (GWAR) at CSUN is through the Upper Division Writing Proficiency Exam (UDWPE). The campus was granted a temporary suspension of the exam due to the pandemic with the understanding that an alternative metric is developed to satisfy the in-person testing requirement via a course or series of courses, beginning with the 2021-22 academic year. E. Adams presented a draft policy recommendation to address the need for an alternative to the UDWPE Exam for undergraduate students to satisfy the GWAR requirement. After discussion, the policy recommendation was **MSP approved**.

Amended Policy (to appear under both headings):

Graduation Writing Assessment Requirement/Upper Division Writing Proficiency Examination (Revised)

All students must demonstrate competency in writing skills as a requirement for graduation. ~~Information on currently available ways to meet this graduation requirement may be obtained from the Learning Resource Center and the Testing Center.~~

~~All students must demonstrate competency in writing skills as a requirement for graduation. Information on meeting this requirement may be obtained at the Testing Center and Upper Division Writing Proficiency Exam websites.~~ At CSUN, all students who have met the lower division writing requirement, completed 56 units or more, and intend to graduate with a baccalaureate or master's degree are required demonstrate their writing proficiency in one of two ways.

1. Students may ~~to~~ pass an essay examination as a demonstration of their proficiency in writing. The Upper Division Writing Proficiency Exam will be offered throughout the academic year. ~~Undergraduate students are required to take the UDWPE no later than the semester in which they complete 75 units. Transfer students entering the University who will have completed 75 units by the end of their first semester must attempt the examination during their first semester at CSUN. Students who have not taken the UDWPE by the completion of 75 units will have a registration hold placed on their subsequent registration. See the [Testing Center](#) website for test dates, test fee and registration information. The website also describes the type of payment accepted, identification requirements, other regulations that must be followed for the exam, essay scoring and how to obtain scores. All registrations, including accommodation requests, must be submitted prior to the exam date reaching participant capacity. Scores are available through myNorthridge Portal approximately four weeks after test administration.~~

2. Students may meet the GVAR requirement by receiving a grade of C or better in a minimum of 6 units of coursework in the upper division portion of the General Education curriculum.

Undergraduate students are required to meet the Graduation Writing Requirement no later than the semester in which they complete 90 units. Students who have not met this requirement by the completion of 90 units will have a registration hold placed on their subsequent registration.

In addition, the policy for the Bachelor's Degree requirements should be amended to reflect the new policy:

Bachelor's Degree Requirements (Revised)

Upper Division Requirement

The University has implemented the Trustee Policy for the Writing Skills Graduation Requirement (GVAR) for all upper division students who will graduate in Spring 1982 or thereafter in ~~the following manner~~ one of two ways. ~~a.~~ Students who have completed 56 units and have met the lower division writing requirement will be required to take an essay examination or to meet the requirement through General Education coursework.

~~a. b. Undergraduate students are encouraged to take~~ Meeting the GVAR through the Upper Division Writing Proficiency Examination (UDWPE):

- ~~b.~~ i. as early as possible after ~~condition "a" above has been met~~ completing 60 units, ~~but~~ and must take the UDWPE no later than the semester in which ~~75~~ 90 units are completed. Students who have not taken the UDWPE or completed the General Education coursework requirement (see below) by the completion of ~~75~~ 90 units will have an advisement hold placed on their subsequent registration(s).
- ~~e.~~ ii. Students who fail the exam will be permitted to repeat the examination. Students are strongly urged to make an appointment with a writing consultant at the Learning Resource Center by calling (818) 677-2033. This service is offered at no cost to students. Consultations may be available during the Summer (from June to August) on a limited basis.
- ~~e.~~ iii. The examination will consist of an essay on an assigned topic evaluated by the faculty.
- ~~e.~~ iv. The criteria of evaluation will include: (1) a demonstration of analytic skills; (2) use of relevant evidence to support an argument; (3) effective organization; and (4) use of standard English grammar, diction and mechanics.

~~f.~~ v. Administrations of the examination will be announced on the [Testing Center](#) website, as well as in other official University publications.

~~g.~~ vi. The examination will be scheduled at least five times within an academic year.

~~h.~~ ~~Registration may be completed at University Cash Services, in the Bayramian Hall Student Services Center, first floor lobby. Online registration and payment also is available. See the Testing Center website for registration information.~~

b. Students may demonstrate writing proficiency by receiving a grade of C or better in six units (usually two courses) of Upper Division General Education at CSUN. Note that a grade of C- or lower in Upper Division General Education will meet the General Education requirement but not the GVAR requirement and articulated upper division coursework transferred from another institution do not meet this requirement.

~~i.~~ c. Certification of graduation writing competence will be transferable from one CSU campus to another. However, students must pass the **UDWPE GVAR** at the campus at which they are **enrolled** matriculated.

G. E. Adams provided an update on the implementation of AB 1460. She said that the CSUN Ethnic Studies Committee as well as the implementation working group have been meeting regularly. A couple of options have been discussed but the structure has not been finalized. The Ethnic Studies Council has started vetting courses that would meet the AB 1460 requirement and satisfy at least three of the five Ethnic Studies SLOs.

H. General Education

1. E. Adams informed the committee that the Chancellor's Office issued a policy (formerly an Executive Order) that revises the CSU General Education Breadth Requirements and places the AB 1460 requirement as a 3-unit lower division course in the new statewide Area F. Courses must be offered from Asian American Studies, Africana Studies, American Indian Studies, Chicana/o Studies, Latinx Studies, or Ethnic Studies, or cross-listed with an ethnic studies prefix course. Courses must also meet at least three of the five core competencies (SLOs).
2. D. Weingarten presented a draft document to assist with the evaluation of pattern modifications. Committee members discussed that they liked having guidelines and made some suggested revisions. D. Weingarten invited members to email additional changes. Further discussion will be agendaized after pattern modifications have been reviewed by the committee.

Meeting adjourned at 3:14 p.m.

Attachment I: Consent Calendar

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 Social and Behavioral Sciences

Anthropology

Course Modifications to Decolonize Curriculum (Early Implementation)

1. ANTH 306 – Native Peoples of North America (3)
Change course title and short title
2. ANTH 307 – Native Peoples of California and the Southwest (3)
Change course title, short title and description
3. ANTH 338 – Peoples of Africa (3)
Change course title, short title and description
4. ANTH 345 – Diversity in the United States (3)
Change course title, short title and description
5. ANTH 351 – Peoples of Middle America (3)
Change course title, short title and description
6. ANTH 352 – Peoples of South America (3)
Change course title, short title and description
7. ANTH 356 – Peoples and Cultures of the Mediterranean (3)
Change course title, short title and description
8. ANTH 424 – The Supernatural in the Modern World (3)
Change course description
9. ANTH 430 – Ecological Anthropology (3)
Change course title, short title and description
10. ANTH 460 – The Archaeological Study of Women in the Ancient World (3)
Change course title, short title and description

B. College of Humanities

English

Course Modification to Decolonize Curriculum (Early Implementation)

1. ENGL 456 – Age of Enlightenment (3)
Change course title, short title and description

C. College of Health and Human Development

Kinesiology

Course Modifications to Decolonize Curriculum (Early Implementation)

1. KIN 143 – Urban Street Dance (1)

Change course number to KIN 143A; Change course title, short title and description

2. KIN 143B – Urban Street Dance II (1)

Change course title, short title and description

Program Modifications to Decolonize Curriculum (Early Implementation)

3. Kinesiology, B.S.
4. Dance Minor