

**Educational Policies Committee
Meeting Minutes**

Wednesday, March 1, 2023

Status of Minutes: Approved 3/15/23

Attendees

Members Present: L. Becker, J. DeBonis, S. Garrett, K. Grote, M. Kadach, L. Marcal, Y. Mimura, T. Montaña, K. Taylor, D. Weingarten, T. Zirakian

Staff: D. Cours, R. Guerra, K. Harris, J. Hunter

Guests: K. Baxter, T. Black, K. Dabbour, L. Domine, S. Fields, S.J. Gandhi, D. Gray, C. Greathouse, C. Hayashi, X. Jia, H. Johari, A. Kaplan, P. Lazarony, J.C. Lee, R. Muller, J. Pan, S. Stepanek, D. Tamalis, B. Wu

I. Announcements

- A. J. Hunter announced that a program review final MOU meeting for the Department of Political Science has been scheduled for Monday, 5/1 from 2 p.m.- 3 p.m. on Zoom. Y. Mimura volunteered to attend as the EPC representative.

II. Business

- A. The minutes from 2/15/2023 were **MSP approved**.
- B. Previously Offered Experimental Topics
The following item was informational and not voted on.
Mike Curb College of Arts, Media, and Communication
1. ART 296PV – Introduction to Digital Photography/Video (3)
(previously offered Spring 2023)
- C. Curriculum proposals on the Consent Calendar were **MSP approved**, with revisions to the Child and Adolescent Development, B.A. program modifications to update ART 579/L to ART 478/L (see **Attachment I**).
- D. General Education Proposals
College of Humanities
Philosophy
Course Modification
1. PHIL 180 – Human Nature and the Meaning of Life (3). **MSP approved**.

College of Science and Mathematics

Physics and Astronomy

New Course

(Returning from 2/15/23)

2. PHYS 111 – How the World Works: Physics for Everyone (3). **MSP approved.**
- E. D. Cours provided an overview of the Matador Academic Challenge, which encourages students to enroll in 15 units but allows first-time freshmen and first-time transfers in their first year of enrollment the opportunity to drop one class during weeks 5-11 without additional rationale. Students may not drop below 12 units or withdraw from basic skills math and writing classes. A grade of “W” is recorded on the transcript. The program has been successful with students enrolling in more units and progressing to the degree. In addition, the Matador Academic Challenge has been beneficial for first-time transfer students who are accustomed to different withdrawal deadlines at community colleges. Continuation of the Matador Academic Challenge pilot was **MSP approved** for the 2023-24 academic year.
- F. Members discussed proposed revisions to the Graduation Writing Assessment Requirement (GWAR) policy. A concern was raised whether students could misinterpret the new requirement of *a minimum of 6 units of coursework in designated Writing Intensive upper division curriculum or ENGL 345*, which is a 3 unit course, thinking ENGL 345 would save taking 3 units. D. Cours said a footnote could be added to the policy that states *all students are required to complete 9 units of Writing Intensive courses*, which is already a policy. A question was also asked regarding the statement *Writing Intensive upper division curriculum* and whether it meant GE courses or any upper division course that is writing intensive. D. Weingarten clarified that the campus only tracks upper division GE courses at this time, but pattern modifications will also need to be included and meet all WI requirements. J. Hunter asked if the catalog course descriptions should include the WI designation. Consensus was to add the WI designation to upper division GE courses, as well as a statement for courses with pattern modifications indicating which programs may count the course as WI. Finally, D. Cours said that the new GWAR policy requires assessing writing in the curriculum. Assessment will be part of the GE recertification process; however, university-level assessment will also include review of upper division writing courses, in addition to the A1 Written Communication lower division writing requirement. Revisions to the GWAR policy were **MSP approved** with the addition of the footnote (see **Attachment II**).
- G. Updates to the Standard Operating Procedures to include the Writing Intensive requirement for upper division General Education Pattern Modifications were **MSP approved** with revisions.

- H. D. Weingarten said that AS President S. Moshtael asked at the last Faculty Senate meeting for syllabi to include a QR code for mental health resources. D. Weingarten suggested adding a mental health statement to the [Syllabus Best Practices](#) website. D. Weingarten and J. Hunter worked with University Counseling Services to draft statement with the [University Counseling Services](#) QR code and the [YOU@CSUN](#) QR code.

A request was made to also include numbers anyone can use, such as the Crisis Text Line and 988. Concern was raised that similar resources are also listed under [CSUN with A HEART](#) already included in the Syllabus Best Practices, and whether mental health resources need to be listed out separately if CSUN has a central location. D. Weingarten asked student representative M. Kadach to discuss the request further with S. Moshatel for more information. EPC members said that access to mental health services is important, but the committee also needs to ensure whether the syllabus is the best place to disseminate the information. Further discussion will be agendaized for the next meeting.

- I. D. Cours shared that she was contacted by the director of the Public Sector Management, B.A. program regarding the minimum number of units required for the Dean's List. Under the current policy, students in that program are never eligible for the Dean's List because the program schedule is cohorted and students enroll in 9 units per semester. An amendment to the current policy was suggested for students who are fully enrolled in a cohort to earn Dean's List status. A concern was raised about what the term "cohorted program" means and that it should be defined in the policy statement. S.J. Gandhi provided additional information on cohort schedules in The Tseng College. D. Cours said she will develop a definition to include in the policy. The policy recommendation will return as an action item at the next meeting.
- J. No new updates were available on AB 928. D. Weingarten reminded the committee to review the Cal-GETC letter issued last month.
- K. D. Cours shared that the CSU policy on [Academic Preparation and Placement in First-Year GE Written Communication and Mathematics/Quantitative Reasoning Courses](#) (formerly EO 1110) was recently updated. Early Start will be replaced by the Supportive Pathways for First-Year Students program, which can now be offered during both the first and second summer for freshmen, similar to EOP Bridge. The program will be managed by the Office of Student Success. In addition, students will ultimately determine their placement in math and writing. D. Cours is consulting with other CSU colleagues and will find out more information at the CSU AVP meeting next month.

L. D. Cours said the proposed revisions to the Majors and Minors policy addressing double majors/options in the same department was radically different from the last reading, based on the committee's previous discussion. The revisions put the responsibility on the department to restrict double majoring. Concern was raised about need for distinction between different majors. On the other hand, it was discussed that a minimum threshold would be difficult to determine, and some departments see value in double majors/options. A question was asked whether the Chancellor's Office has a policy that majors must have 50% difference. D. Cours clarified that the CSU policy (EO 1071) requires that options in the same degree must constitute less than one half of the units required in the major program.

D. Cours said the goal is to make the policy clear to faculty developing programs and students interested in double majors, as well as associate deans, chairs and administration in understanding the rules and expectations. It was suggested that faculty in departments with overlapping programs should discuss whether double majors should be permitted. D. Weingarten said if the policy revisions are adopted, departments may submit memos to include the double major restrictions in the catalog. The policy will return as an action item at the next meeting.

M. The continuing discussion on General Education was postponed due to lack of time.

N. The discussion on whether changes in AI necessitate updating the Faculty Policy on Academic Dishonesty was postponed due to lack of time.

Meeting adjourned at 4:06 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 Engineering and Computer Science

Computer Science

Course Modifications

1. COMP 380/L – Introduction to Software Engineering and Lab (2/1)

Change course description and requisites

Electrical and Computer Engineering

Program Modification

2. Computer Engineering, B.S.

Adding ECE 422L to the core, reducing upper division electives by 1 unit, updating list of elective courses

Manufacturing Systems Engineering and Management

Course Modification

3. MSE 248/L – Engineering CAD and Graphics and Lab (2/1)

Change course description and requisites

Program Modification

4. Engineering Management Technology, B.S.

Move MSE 402 and MSE 407 from Senior Year to Junior Year

Mechanical Engineering

Course Modifications

5. ME 186/L – Computer-Aided Design and Lab (1/1)

Change course title, short title, description and requisites

6. ME 286 – Mechanical Engineering Design (2)

Change course title, short title, description

7. ME 370 – Thermodynamics (3)

Change course description and requisites

8. ME 375 – Heat Transfer I (3)

Change course description and requisites

9. ME 390 – Fluid Mechanics (3)

Change course description and requisites

10. ME 490 – Fluid Dynamics (3)

Change course description and requisites

B. College of Health and Human Development

Child and Adolescent Development

Program Modifications

1. Child and Adolescent Development, B.A. – Applied Developmental Science Option
Add CADV 305 to the Cultural Contexts Requirement area, remove interdisciplinary elective courses that are duplicative or no longer offered, remove courses with hidden prerequisites
2. Child and Adolescent Development, B.A. – Early Childhood Development Option
Add CADV 305 to the Professional Development and Practitioner Based Skills area, remove interdisciplinary elective courses that are duplicative or no longer offered, remove courses with hidden prerequisites
3. Child and Adolescent Development Minor
Add CADV 305 as an elective

Kinesiology

Program Modification

4. Kinesiology, B.S. – Exercise Science Option
Add KIN 417/L as an elective

C. College of Humanities

Middle Eastern and Islamic Studies

Program Modification

1. Middle Eastern and Islamic Studies Minor
Remove JOUR 495MAM

Philosophy

Program Modifications

2. Philosophy, B.A.
Add PHIL 380 to basket of courses
3. Philosophy, B.A. – Double Major Option
Add PHIL 380 to basket of courses
4. Philosophy Minor
Add PHIL 380 to basket of courses

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

Art

Course Modifications

1. ART 482 – Teaching Art in PK-12 (3)
Change classification from C-4 to C-5
2. ART 490 – History and Philosophy of Art Education (3)
Change classification from C-2 to C-5

Journalism

Course Modifications

3. JOUR 341 – Writing for Public Relations (3)
Change course description and requisites
4. JOUR 362 – Public Relations Campaigns (3)
Change course description and requisites
5. JOUR 440 – Public Relations Management (3)
Change course description and requisites

E. College of Social and Behavioral Sciences

Geography and Environmental Studies

Course Modification

1. GEOG 460/L – Spatial Analysis and Comparison and Lab (2/1)
Change course description and requisites

Psychology

Course Modifications

2. PSY 320/L – Statistical Methods in Psychological Research and Lab (3/1)
Change course description and requisites
3. PSY 321/L – Research Methods in Psychology and Lab (3/1)
Change course description and requisites
4. PSY 406 – Developmental Psychopathology (3)
Change course description and requisites
5. PSY 409 – Advanced Sport Psychology (3)
Change course description and requisites
6. PSY 426 – Contemporary Trends in Psychology (3)
Change course description and requisites
7. PSY 427 – Introduction to Psychological Testing (3)
Change course description and requisites
8. PSY 442 – Communication and Conflict Resolution (3)
Change course description and requisites
9. PSY 453 – Psychological Aspects of Human Sexuality (3)
Change course description and requisites
10. PSY 454 – Clinical Psychology (4)
Change course description and requisites
11. PSY 455 – Ethical, Professional and Legal Standards in Psychology (3)
Change course description and requisites
12. PSY 459/S – Methods of Behavior Analysis and Seminar (3/2)
Change course description and requisites
13. PSY 460 – Counseling and Interviewing (3)
Change course description and requisites

14. PSY 471AA-ZZ – Advanced Inquiry in Clinical/Personality Psychology (3)
Change course description and requisites
15. PSY 471AAS-ZZS – Advanced Inquiry in Clinical/Personality Psychology Seminar (2)
Change course description and requisites
16. PSY 473AA-ZZ/S – Advanced Inquiry in Neuroscience and Seminar (3/2)
Change course description and requisites
17. PSY 475AA-ZZ/S – Advanced Inquiry in Developmental Psychology and Seminar (3/2)
Change course description and requisites
18. PSY 479AA-ZZ – Advanced Inquiry in Social Psychology (3)
Change course description and requisites
19. PSY 479AAS-ZZS – Advanced Inquiry in Social Psychology Seminar (2)
Change course description and requisites
20. PSY 488AA-ZZ – Advanced Inquiry in Cognitive Psychology (3)
Change course description and requisites
21. PSY 488AAS-ZZS – Advanced Inquiry in Cognitive Psychology Seminar (2)
Change course description and requisites

Attachment II: Graduation Writing Assessment Policy (Revised)

Policy #1: Graduation Writing Assessment Requirement (GWAR)/~~Upper Division Writing Proficiency Examination~~

All undergraduate students must demonstrate competency in writing skills as a requirement for graduation. 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 to demonstrate their writing proficiency in one of two ways.

- ~~1. Students may 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. See the Testing Center website for test dates, test fee and registration.~~
2. 1. Students may meet the GWAR requirement by receiving a grade of "C" or better in a minimum of 6 units of coursework in designated Writing Intensive* the upper division portion of the General Education curriculum; or
3. 2. Students may meet the GWAR by receiving a grade of "C" or better in ENGL 345 Recursive Writing.

Undergraduate students are required to meet the Graduation Writing Assessment 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 may have a registration hold placed on their subsequent registration.

*All students are required to complete 9 units of writing intensive courses.

Policy #2: Bachelor's Degree Requirements

To graduate from CSUN, students must complete all of the following requirements:

1. The applicable General Education program, which includes requirements in American History and U.S. State and Local Government.
2. The requirements for a major.
3. Writing Skills Requirements as listed below.

Lower Division Requirement

Upper Division Requirement

CSUN has implemented the California State University Trustee Policy for the Graduate Writing Assessment Requirement (GWAR) for all upper division students who will graduate in Spring 1982 or thereafter in one of two ways. 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 GWAR through General Education coursework in designated Writing Intensive upper division curriculum or completion of ENGL 345 Recursive Writing.

- a. ~~Meeting the GWAR through the Upper Division Writing Proficiency Examination (UDWPE):~~
 - i. ~~Students should take the UDWPE as early as possible after completing 60 units, but no later than the semester in which 90 units are completed. Students who have not taken the UDWPE or completed the General Education coursework requirement (see below) by the completion of 90 units may have an advisement hold placed on their subsequent registration(s).~~
 - 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.~~
 - iii. ~~The examination will consist of an essay on an assigned topic evaluated by the faculty.~~
 - 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.~~
 - v. ~~Administrations of the examination will be announced on the Testing Center website, as well as in other official University publications.~~
 - vi. ~~The examination will be scheduled at least five times within an academic year.~~
- b. ~~Meet the GWAR through General Education coursework:~~ Students may meet the GWAR through demonstrate demonstration of writing proficiency by receiving a grade of "C" or better in 6 units of coursework in designated Writing Intensive upper division curriculum (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 GWAR requirement, and articulated upper division coursework transferred from another institution does not meet this requirement.

- c. Students may meet the GWAR through completion of ENGL 345 Recursive Writing with a grade of “C” or better.

Note: Certification of graduation writing competence will be transferable from one CSU campus to another. However, students must pass the GWAR at the campus at which they are matriculated.