

**Educational Policies Committee
Meeting Minutes**

Wednesday, November 17, 2021

Status of Minutes: Approved 12/1/21

Attendees

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

Members Absent: T. Zirakian

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

Guests: K. Baxter, R. Espinoza, C. Hayashi, D. Heisley, X. Jia, K. King,
P. Lazarony, J. Lee, W. Smith, D. Tamalis, J. Thompson, R. Vedd,
E. Weiss, B. Wu

I. Announcements

- A. D. Weingarten announced that the Senate Executive Committee reviewed the proposed General Education student learning outcome revisions for Section B: Scientific Inquiry and Quantitative Reasoning and Section C: Arts, Humanities, and U.S. History. SEC requested minor revisions for consistency (use “thought traditions” instead of “school of thought”). The SLOs will be considered for a first reading at the Faculty Senate meeting on December 9, 2021.

II. Business

- A. The minutes from 11/3/2021 were **MSP approved**.
- B. Curriculum proposals on the Consent Calendar were **MSP approved** (see Attachment I).
- C. David Nazarian College of Business and Economics
The following item was informational and not voted on.
1. Memo to change the subject abbreviation for BUS 310 and BUS 410 to ENT 310 and ENT 410, respectively.
- D. David Nazarian College of Business and Economics
(Returning from 11/3/21)
Accounting
New Course
1. ACCT 412L – Excel Specialist Certification (1). **MSP approved.**
- Program Modifications**
2. Accountancy, B.S. – Information Systems Option. **MSP approved.**
 3. Accountancy, B.S. – Professional Accountancy Option. **MSP approved.**

Marketing

Course Modifications

4. MKT 498A – Field Assignments and Reports-Marketing (1). **MSP approved.**
5. MKT 498B – Field Assignments and Reports-Marketing (2). **MSP approved.**

Program Modification

6. Business Administration, B.S. – Marketing Option. **MSP approved.**
- E. S. Garrett updated the committee that the grading basis was inconsistent across the CHEM 101/D/L, CHEM 102/D/L, and CHEM 333/D/L proposals approved on 10/6/21. All of the courses were updated in SOLAR with the grading basis Credit/No Credit or Letter Grade.
- F. The following Chemistry and Biochemistry program modifications and related program memos to reflect course number/unit value change for CHEM 101/D/L, CHEM 102/D/L and CHEM 333/D/L were **MSP approved.**
1. Biochemistry, B.S.
 2. Biology, B.A.
 3. Biology, B.S.
 4. Chemistry, B.A.
 5. Chemistry, B.S.
 6. Civil Engineering, B.S.
 7. Computer Engineering, B.S.
 8. Computer Information Technology, B.S.
 9. Computer Science, B.S.
 10. Electrical Engineering, B.S.
 11. Environmental and Occupational Health, B.S.
 12. Environmental Science, B.A.
 13. Geology, B.S.
 14. Kinesiology, B.S. – Exercise Science Option
 15. Manufacturing Systems Engineering, B.S.
 16. Mechanical Engineering, B.S.
 17. Physics, B.A.
 18. Physics, B.S.
- G. College of Health and Human Development
- ### **Family and Consumer Sciences**
- #### **New Course**
1. FCS 415 – Pre-Thesis Interior Design Seminar (3). **Tabled** for correct version of the syllabus.
- #### **Program Modification**
2. Family and Consumer Sciences, B.S. – Interior Design Option. **Tabled**, related to FCS 415.

Nursing

Course Modifications

3. NURS 320L – Intermediate Medical Surgical Nursing Laboratory (3).
Tabled for correction to contact hours.
4. NURS 422L – Advanced Medical-Surgical Nursing Clinical Laboratory (4).
Tabled for correction to contact hours.

H. College of Humanities

The following item was informational and not voted on.

1. Memo to remove a recommended requirement from the Central American Studies Minor.

I. College of Humanities

Jewish Studies

Program Modification

1. Modern Jewish Studies, B.A. **MSP approved.**

J. E. Adams said the statewide GEAR committee completed its work last week. The Chancellor's Office will draft the response and proposed curriculum changes, if any. The committee was split on whether to keep the systemwide writing requirement. E. Adams said that if the GEAR is revoked, EPC will need to decide whether to keep it as a campus requirement and determine how students would satisfy the requirement outside of the Upper Division Writing Proficiency Exam and Upper Division GE. E. Adams will update EPC once the Chancellor's Office issues a decision.

K. D. Weingarten asked the committee to start discussing General Education recertification. E. Adams shared that recertification is not required by the system, but was the method the campus previously used to ensure courses in GE met the SLOs. The system requires that GE be evaluated and assessed as a package and has program review as a whole. (See CSU General Education Breadth Requirements Article 6.5. General Education Review and Assessment.) In the past, CSUN used recertification to evaluate and assess courses in GE. However, the committee can decide to evaluate GE differently and it does not need to be in the form of recertification on a course-by-course basis. Some members asked for clarification on the process. There was support of the idea for an assessment-based approach instead of course-level recertification. E. Adams suggested reaching out to the Office of Assessment and Program Review as the next step. D. Weingarten asked that the process be considerate of the time of faculty and of the committee.

- L. D. Cours provided draft revisions to the Academic Internship Policy incorporating the elements required by Executive Order 1064. She is in the process of engaging with programs and departments that offer internships about other campus-specific elements, such as pedagogical requirements, hours, etc. In addition, she provided an update that discussions with Purchasing and Risk Management have been productive and should result in a much-improved process. D. Cours also asked EPC members and associate deans to share the draft with colleagues so the revisions can be considered at the next EPC meeting.

Meeting adjourned at 3:25 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

Mechanical Engineering

Course Modifications

1. ME 309 – Numerical Analysis of Engineering Systems (2)
Change course description and requisites
2. ME 415 – Kinematics of Mechanisms (3)
Change course description and requisites

B. College of Health and Human Development

Family and Consumer Sciences

Delete Course

1. FCS 114/L – Introduction to Interior Design and Lab (1/1)

Health Sciences

Program Modification

2. Public Health, B.S.