



MINUTES OF MEETING: April 21, 2003

**PRESENT:** M. Auwal, P. Arvedson, D. Connors, A. Gonzalez, V. Kehm, N. Koch, S. Mason, S. Nickolaisen, P. Rosenthal, R. Shackelford,

**EXCUSED:** R. Salinas, L. Tunstad

1. **Announcements**

- 1.1 A. Gonzalez reported that the University will have an Open House on Saturday, April 26 from 10:00 a.m. – 3:00 p.m.
- 1.2 A. Gonzalez reminded the Committee that Honors Convocation will be held on Friday April 25.
- 1.3 A. Gonzalez announced that the electronic consultation for curriculum is in the final stages. Eventually, all curriculum will be consulted and approved electronically.

2. **Intent to Raise Questions**

- 2.1 S. Nickolaisen asked, is it true that there has been a directive that there shall be no college, department or program receptions on campus, either with or without food, after commencement? If the answer is yes, what is the rationale?
- 2.2 S. Mason asked the status of the change in class modules from MW to MWF. Who is on the task force and will EPC have any input before a final decision is made?

3. **Liaison Reports**

**Program Review**

P. Rosenthal reported that the Committee reviewed the corrected drafts for the Music and English programs.

**Academic Advisement Subcommittee**

V. Kehm reported that the Committee reviewed a preliminary draft of the position descriptions for Principal Advisers. The Committee also discussed the problems with transfer students not receiving their transfer credit summaries.

4. **Approval of the Agenda**

M/s/p to approve.

5. **Approval of the Minutes**

M/s/p to approve.

6. **Curricular Items**

**Actions Reported by the Executive Secretary**

M/s/p to reflect in the minutes.

7. **Enrollment Management and Enrollment Limits, EPC 02-17**

Discussion continued on this item. The following action was taken:

M/S/P to forward the following response to the Executive Committee regarding Enrollment Management and Enrollment Limits: EPC identified three areas of concern with regard to Enrollment Management and Enrollment Limits. The extent to which the writing requirement is being met in GE courses, the extent to which the nature of the course is changed by large enrollments, and whether the “rights” of faculty are being infringed by having to take excessively large enrollments. With regard to writing, this is an issue that GES has been looking at and we expect they will be responding to in their report on upper division themes. EPC will also request that GES communicate to the departments offering GE courses the importance of reminding faculty teaching the courses, about the essential elements of GE especially the writing requirement for each course. The issue of faculty rights, while a concern, seems to be within the purview of FPC, to which this issue has also been referred. With regard to the issue of the extent to which the nature of a class is changed by large enrollments: EPC discussed the matter with the Chair of GES, who met with instructors of classes with large enrollments, and reviewed a report prepared by T. Anagnoson that compared normally enrolled classes to classes with large enrollments. Based on both of these sources of information EPC does not feel that there is evidence at this time that supports the notion that large enrollments in classes substantially change the nature of a course from how it was proposed.

8. **Critical Thinking in the University's Program, EPC 02-21**

EPC discussed this item and the following action was taken:

M/s/p to approve the following language change in the *Degree Program Review Procedural Handbook*, change paragraph 2.3.1 on page 26 to read as follows:

DEFINE CRITERIA USED FOR CRITICAL THINKING FOR YOUR DISCIPLINE AND briefly describe ways in which the curriculum of the department aids student in improving their critical thinking skills. PROVIDE SPECIFIC, CLEAR AND CONCRETE EVIDENCE THAT STUDENTS ARE BEING TAUGHT AND/OR REQUIRED TO USE CRITICAL THINKING AS DEFINED BY THE PROGRAM. IF SPECIFIC COURSES ARE GIVEN, THIS EVIDENCE SHOULD INCLUDE A SHOWING OF SPECIFIC ASSIGNMENTS AND ACTIVITIES, AND HOW THESE ARE ASSESSED.

9. **Probation and Disqualification Policy for Undergraduate Students, EPC 02-03**

EPC reviewed the revised draft policy. The committee took the following action:

M/s/p to approve the new language and forward the document to the Executive Committee.

10. **Policy Modification: Admission of Foreign (VISA) Students, EPC 02-18**

N. Koch will meet with K. Beeler, Assistant VP for Student Affairs, tomorrow to help expedite the response.

## **ACTIONS REPORTED BY THE EXECUTIVE SECRETARY**

### **PROGRAM MODIFICATION**

**MS Social Work**

Program modification to describe both a full time and a part time program. Modify existing courses.

### **PROGRAM DELETION**

**Certificate Program in Office Systems**

### **NEW COURSES**

**SW 550 Advanced Social Welfare Research (3)**

Prerequisites: SW 540. Advanced research designs and methodologies in social work in preparation for the Master's Thesis. Research questions and hypotheses, protection of human subjects, sampling instrument construction, data collection and data analysis.

**Limit:** 20

**Abbr.:** AdvancedSocialWelfareResearch

**Offered:** f

**SW 559 Advanced Practices III: Capstone Seminar: Aging & Families (4)**

Prerequisite: SW 553. Interventions based on gender, race, age and class factors in service delivery to older adults and their families; prevention, funding, grantsmanship and program evaluations. Special emphasis on disadvantaged communities.

**Limit:** 25

**Abbr.:** AdvcdPreticsIII:CapstnSemAge&Fam

**Offered:** s

### **COURSE MODIFICATIONS**

**ECON 209 Applied Business and Economic Statistics**

Add technologically mediated instruction.

**KIN 345 Physiological Effects of Exercise During Aging**

Add service learning.

**MKT 540 Seminar: Marketing Communications**

Change in units from 3 to 4.

**MKT 542 Seminar: Marketing Management**

Change in units from 3 to 4.

**MKT 543 Seminar: International Marketing**

Change in units from 3 to 4.

**MKT 544 Seminar: Consumer Behavior**

Change in units from 3 to 4.

**MKT 546 Seminar: Marketing Research**

Change in units from 3 to 4.

**SW 530A Social Welfare History and Introduction to Marco Practice**

Change in title and catalog description.

**SW 530B Social Welfare Policy Analysis**

Change in course title and catalog description.

**SW 530C Community Organizing**

Change in course title, course number from 520C, catalog description and prerequisites.

**SW 551 Advanced Practice I: Children, Youth, Women and Families**

Change in course title and catalog description.

**SW 553 Advanced Practice II: Diversity Perspectives over the Life Course**

Change in course content, course title, prerequisites, and catalog description.

**SW 558 Advanced Practices III: Capstone Seminar: Children, Youth, Women and Families**

Change in course title, course number from 555, prerequisites, catalog description and course content.

**SW 571 Administration of Social Service Agencies**

Change in course title, prerequisites, catalog description and course content.

**SW 575 Policy and Services/Applications: Children, Youth, Women and Families**

Change in course title, course number from 561, prerequisites and catalog description.

**SW 576 Policy and Services/Applications: Aging and Families**

Change in course number from 562, prerequisites and catalog description.

**SW 591ABC Field Practicum**

Change in course title and catalog description.

**SW 599B Thesis or Research Project II**

Change in catalog description.

**COURSE DELETIONS**

ACCT 202R Survey of Accounting

ACCT 260R Accounting Principles

ACCT 300R Managerial Accounting

ACCT 360R Management Accounting & Analysis  
CIS 262R Business Information Processing  
CIS 294R Business Computer Systems  
CIS 382 Business Information Systems  
CIS 413 Planning and Controlling the Automated Office  
CIS 414 Document Systems Management  
CIS 421 Human Resources in the Automated Office  
CIS 503 Management Information Systems  
ECON 310R Economics of the Business Firm  
ECON390 Current Economic Problems  
ECON 498 Advance Cooperative Education  
ECON 499I Special Topics-International Program  
FIN 261R Law for Bus Mgr  
FIN 363R Managerial Finance  
MKT 304R  
MKT 358I  
MGMT 306R Intro Mgt Science  
MGMT 366R Manag Prod Oper  
MGMT 367R Manag Orgztnl Beh  
MGMT 368R Manag Mod Organztn  
MGMT 401 Bus Research + Report We  
MGMT 499I Spec Topics-Internat Prog  
SW 554 Advanced Practice II: Aging in Cultural Minorities: Aging and Families