

California State University, Los Angeles

EPCM 02-04

EDUCATIONAL POLICY COMMITTEE

Approved by mail ballot

MINUTES OF MEETING: November 11, 2002

PRESENT: D. Connors, A. Gonzalez, A. Huarng, V. Kehm, N. Koch, B. Krilowicz, R. Morales, S. Nickolaisen

R. Salinas, R. Shackelford, Q. Wu

GUESTS: G. Anderson, A. Hegmin, K. Johnson, A. Mori, J. Papenhausen

1. Announcements

- 1.1 A. Gonzalez announced that an on campus search has been initiated for the Director of the Academic Advisement Center.
- 1.2 A. Gonzalez announced that there is a search for the Director of the University Writing Center.
- 1.3 A. Gonzalez announced that a Request for Proposals for Service Learning has been sent to all faculty.

2. Intent to Raise Questions

B. Krilowicz asked when are faculty going to be trained in Peoplesoft? Why is training for OASIS still continuing? Will OASIS be a backup for PeopleSoft for a limited amount of time?

3. <u>Liaison Reports</u>

General Education Subcommittee

R. Morales reported that GES is continuing the review of the GE Upper Division Themes.

Academic Advisement Subcommittee

V. Kehm reported that AAS is continuing the discussion on job descriptions for the principal academic advisors. D. Vernon and C. Flint will represent AAS on the ad hoc committee.

Undergraduate Studies Subcommittee

B. Krilowicz reported that USS reviewed the new certificate, Substance Abuse Treatment Specialist. A. Larson and C. Utterback will represent USS on the ad hoc committee.

Executive Committee

N. Koch reported that a time certain will be arranged with Provost Lujan to discuss Programs of Distinction (POD's).

4. Approval of the Agenda

M/s/p to approve as amended.

5. Approval of the Minutes

M/s/p to approve as amended.

6. Curricular Items

6.1 Actions Reported by the Executive Secretary

M/s/p to reflect in the minutes.

6.2 Doctor of Education in Educational Administration, EPC 02-05

G. Anderson and A. Mori were present as time certain guests to discuss this new program. The following action was taken:

M/s/p to approve.

6.3 New Certificate Program – Substance Abuse Treatment Specialist, EPC 02-06

J. Papenhausen, K. Johnson, and A. Hegmin were time certain guests to discuss this new certificate program. The following action was taken:

M/s/p to approve the new certificate program on a pilot bases for a two-year term. Reconsideration of this certificate on a permanent basis will be based on an assessment and review of the pilot program. The certificate will not be listed in the University Catalog until permanent approval is given.

EPC 02-04 Page 2

7. Degree Program Procedural Handbook, EPC 02-04

No action was taken on this item, N. Koch has not received a response from Assistant VPAA, V. Ukpolo.

8. Representative for the ad hoc Curriculum Development Committee for Service Learning

R. Morales will represent EPC.

ACTIONS REPORTED BY THE EXECUTIVE SECRETARY

PROGRAM MODIFICATION

BA Afro-American Studies

Delete options III & IV

NEW COURSES

HS 102 Treatment Skills: Pre-Treatment, Engagement, Screening, Intake and Assessment (4)

Prerequisite: Completion of first quarter courses in the Substance Abuse Treatment Specialist Certificate Program. Corequisite: HS 398. Pre-treatment approaches with individuals with substance abuse problems; interviewing and screening skills; diagnostic evaluation.

Limit: 25 Abbr.: TreatmntSkllsPreTreatmnt Offered: x

HS 103 Treatment Skills: Problem Identification and Individual Treatment Planning (4)

Prerequisite: Completion of first quarter courses in the Substance Abuse Treatment Specialists Certificate Program. Corequisite: HS 398. Strategies and resources to reduce negative effects of substance abuse; interpretation of relevant assessment data; development of individual treatment and recovery plans.

Limit: 25 Abbr.: TreatmntSkllsPrblmIdent Offered: x

HS 202 Treatment Skills: Group Work, Referral and Discharge Planning (4)

Prerequisites: HS 102, 103. Corequisite: HS 398. Dynamics of therapeutic group process; group facilitation and management skills; utilization of assessment data for treatment and recovery plans; effective discharge and aftercare plans.

Limit: 25 Abbr.: TreatmntSkllsGrpWrk Offered: f

HS 203 Documentation and Case Management (4)

Prerequisites: HS 102, 103. Documentation of observation and other data; effective written communication; conduct of case management activities.

Limit: 25 Abbr.: Documntatn&CaseManagmt Offered: f

HS 302 Professional Ethics and Boundaries (4)

Prerequisites: HS 202, 203. Establishment and maintenance of therapeutic relationships and ethical boundaries; laws regarding professional conduct and codes of ethical behavior transference and counter-transference; professional growth and development.

Limit: 25 Abbr.: ProfessnlEthics&Boundrs Offered: w

HS 303 Special Populations in Substance Abuse Treatment Programs (4)

Prerequisites: HS 202, 203. Examination of unique treatment needs of diverse and special populations, including those from diverse cultural and ethnic backgrounds.

Limit: 25 Abbr.: SpclPopulInSubstancAbus Offered: w