



---

EDUCATIONAL POLICY COMMITTEE

Approved by Mail Ballot

MINUTES OF MEETING: November 28, 2005

**PRESENT:** P. Arvedson, F. Balderrama, J. Cleman, R. DeChaine, C. Flint, K. Foster, A. Gonzalez, C. Haras, T. Semerjian, S. Xing

**EXCUSED ABSENCE:** B. Bellman, M. Tufenkjian

1. **Call to Order**

C. Flint, Chair, called the meeting to order.

2. **Announcements**

2.1 C. Flint reported that B. Bellman and M. Tufenkjian will not be able to attend today's meeting.

2.2 C. Flint reported that Grading System and Grading Symbols will be a second-reading item at the Academic Senate meeting tomorrow.

2.3 Faculty Policy Committee is currently discussing the proposed policy on Technologically Mediated Instruction.

3. **Intent to Raise Questions**

Joan Woosley, University Registrar, responded to the Intent to Raise Questions:

The following is in response to the question asked by B. Bellman regarding "whether it is appropriate for the Admissions Office to refer a graduate student whose TOEFL score does not meet the admissions criteria to the dean's office for a waiver."

According to page 72 of the 2003-2005 University Catalog:

*"In exceptional cases, the Director of University Admissions may waive the TOEFL score **requirement if recommended by the applicant's proposed major department or division and the college graduate dean.** Variation from the minimum TOEFL score will be considered only for applicants with a B (3.0) grade point average as evaluated by the University Admissions Office and whose TOEFL score is not more than ten points below 550 on the paper-based test, or 6 points below 213 on the computer-based, test. This consideration does not apply to applicants who are pursuing a M.A. degree in Teaching English to Speakers of Other Languages (TESOL)."*

In addition to this policy, the Admissions Office has received written requests from the College of Engineering, Computer Science and Technology, the College of Business and Economics and the Charter College of Education (with the exception of those students applying to the MA in TESOL) to waive the TOEFL without any further contact with the College for those students with a bachelors degree from a non-English speaking institution and a masters degree from an English speaking institution.

Thank you for the opportunity to respond to your inquiry. Should you need additional information or further clarification, please let me know.

4. **Liaison Reports**

**General Education Subcommittee**

P. Arvedson reported that GES reviewed some new courses proposed for upper division themes. E. Lipton, Assistant Vice President for Academic Affairs and Dean of Educational Support Services, was a time certain guest to discuss the concept of an on-line upper division theme.

5. **Approval of the Agenda**

M/s/p to approve.

6. **Approval of the Minutes**

M/s/p to approve.

7. **Curricular Items**

7.1 **Actions Reported by the Executive Secretary**

None.

7.2 **Rehabilitation Services, EPC 05-011**

The Committee continued its discussion on this proposal. The following action was taken:

M/s/p to approve the minor in Rehabilitation Services with the addition of COMD 170 as an approved elective.

EPC would like to convey to M. Brodwin that KIN 425 was not approved as an elective because the course has two prerequisites. However, if he feels that the course would enhance the program, it is suggested that he work out the prerequisite issue with the School of Kinesiology and Nutritional Science and then submit a program modification to add it to the program.

8. **Report of the Task Force to Address Critical Issues in Advising, EPC 05-01**

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

**B.3.** M/s/p to refer this item to the Academic Advisement Subcommittee to develop policy.

EPC would like AAS to consider in its deliberations the definition of a degree plan, timing of advising as it relates to the requirement for declaring a major, and method of implementation.

9. **Campus Representative to the Academic Council for International Programs, EPC 05-05**

The Committee decided that the committee as a whole will review the seven applications for this position. A discussion will be held at the first meeting of the winter quarter, January 9<sup>th</sup>.

10 **Automatic Academic Renewal, EPC 05-04**

The Committee continued its discussion on the recommendations from AAS on the proposed policy modification.