EDUCATIONAL POLICY COMMITTEE

MINUTES OF MEETING: November 20, 2019

PRESENT: Y. Ba, S. Balan, D. Chavez, K. Fisher, C. Flint, M. Hawley, A. Jamehbozorg, M. Shim

EXCUSED ABSENCE: S. Baker, D. Finocchiaro, C. Flores, J. Kennedy, A. Raj, M. Wild

GUEST: A. Jones

1. **Call to Order**
   A. Jamehbozorg, Chair called the meeting to order.

2. **Announcements**
   M. Hawley - Advisor’s Institute on Friday, November 22
   A. Jamehbozorg – *The Class Syllabus* and *Status of Continuing Students* policies were approved by Academic Senate on Tuesday, 11.19.19.

3. **Intent to Raise Questions**
   None.

4. **Liaison Reports**
   Academic Advisement Subcommittee (M. Wild) – *Submitted report*
   Academic Information Resources Subcommittee (K. Fisher) – *Did not meet*
   Curriculum Subcommittee (D. Finocchiaro) – *Submitted report*
   Executive Committee (C. Flint) – *Did not meet*
   General Education Subcommittee (J. Kennedy) – *Did not meet*
   Graduate Studies Subcommittee (S. Balan) – *Did not meet*
   Library Subcommittee (A. Raj) – *No report*
   Program Review Subcommittee (Y. Ba) – *Submitted report*

5. **Approval of the Minutes**
   It was m/s/p to approve the minutes.

6. **Approval of the Agenda**
   It was m/s/p to approve the agenda.

7. **Curricular Items**
   It was m/s/p to reflect the Actions Reported by the Executive Secretary into the minutes.
   It was m/s/p to reflect the Actions Reported by the Charter College of Education into the minutes.

8. **Consideration of AP Credits**
   a. Timing of Undergraduate Advisement, EPC 18-05
b. Policy on Changing a Major or Declaring a Dual Major or a Minor, EPC 19-07

These items are tabled until the working group (C. Flint, J. Kennedy and M. Hawley) report back to the committee with a draft document and further recommendations.

9. Interpretation of Graduate Studies Subcommittee Charges Regarding the Review of Graduate Level Courses, EPC 19-08
   The committee continued discussion. A. Jamehbozorg will draft memo re: EPC interpretation of Graduate Studies Subcommittee Charge and review of Graduate Level Courses and bring for committee to review before sending to V. Prabhu.

10. Course Components and Instruction Policy, EPC 19-11
    The committee began discussion of this item and reviewed the draft revision submitted by AIRS. C. Flint suggested that Mode of Instruction and Course Content Delivery should be defined in the policy.

11. Potential Policy for Substituting Core Program Requirements, EPC 18-07
    The committee did not discuss this item.

12. Relationship between Syllabus, Course Proposal, and Academic Freedom, EPC 18-11
    a. Request to discuss Potential Policy on Lecture-Lab Courses, EPC 18-06
    b. Potential Policy on Course Grades, EPC 18-08
    c. Potential Policy for Timing of First-Graded Assignment, EPC 18-09
    The committee did not discuss these items.

13. Final Examinations Policy, EPC 18-10
    The committee did not discuss this item.

14. Adjournment
    A. Jamehbozorg adjourned the meeting at 2:55 pm.