



EDUCATIONAL POLICY COMMITTEE

Approved

MINUTES OF MEETING: November 4, 2013

PRESENT: J. Christensen, M. Garcia, J. Garrett, T. Kim, A. McMills, J. Momand, T. Omidshar, C. Salas, M. Soldatenko, S. Wells, J. Xing

EXCUSED ABSENCE: None

1. **Call to Order**

2.1 M. Garcia, Chair, called the meeting to order.

2. **Announcements**

2.1 M. Garcia attended the opening of the Veteran's Affairs Office, located in the Physical Sciences Building, Rooms 112 & 113; Phone 323-343-5080. The Charter College of Education now offers COUN 401: Boots to Books which is geared to returning military personnel.

3. **Intent to Raise Questions**

3.1 None

4. **Liaison Reports**

4.1 EXEC – M. Soldatenko
No AAS, AIRS, CURR, GES, LIB, PR

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**

M/s/p to approve.

7.2 **Actions Reported by the Charter College of Education**

None

8. **ACIP Representative**

M. Garcia will provide Academic Senate with the name of the alternate for the ACIP so they can contact them.

9. **Semester Conversion**

Committee agreed to develop guidelines for what needs to be included in course proposals. M. Garcia will create first draft and email to committee members for review and suggestions. The finished guidelines will be posted on both the Semester Conversion and Undergraduate Studies webpages. The EPC Committee is also not opposed to extending term limits in light of Semester Conversion.

10. **Online/Hybrid Compliance Policy**

EPC will create a memo reminding Colleges of the Online/Hybrid Compliance Policy. Course proposals should include how much of a course will be taught online in the description. Colleges are responsible for making sure departments comply with the policy.

11. **Accounting Department Academic Honesty Policy**

M. Garcia has not heard back from Leticia Gomez (Judicial Affairs).

12. **Adjournment**

The meeting was adjourned at 3:24 pm.

ACTIONS REPORTED BY THE EXECUTIVE SECRETARY

Program Modifications

BA Television, Film and Media Studies, Option: Broadcast Journalism

BA Television, Film and Media Studies, Option: Television & Film

Course Modifications

NURS 323 – Practicum: Nursing Care of Adults and Older Adults

NURS 498E – ELMN Cooperative Education

ACTIONS REPORTED BY THE CHARTER COLLEGE OF EDUCATION

None.