



EDUCATIONAL POLICY COMMITTEE

Approved

MINUTES OF MEETING: November 18, 2013

PRESENT: J. Christensen, M. Garcia, J. Garrett, T. Kim, A. McMills, J. Momand, T. Omidasalar, C. Salas,
V. Seaman, 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 Mario Castaneda has agreed to serve as the ACIP for this year.

3. **Intent to Raise Questions**

3.1 None

4. **Liaison Reports**

4.1 EXEC – M. Soldatenko

4.2 AIRS – S. Wells

4.3 CURR – T. Omidasalar

No AAS, 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**

None

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

None

8. **Semester Conversion Proposed Curriculum Review Process, EPC 13-10**

The Committee approved the Proposed Procedure for Semester Conversion of Courses chart. The Committee also reviewed the Curriculum Review for Semester Conversion memo drafted by M. Garcia and made the following suggestions:

1. Include a recommendation to add an extra digit to CSULA course numbers in item #5.
2. Eliminate item #7 and include contents in a separate memo that will define Semester Conversion guidelines for CSULA faculty.

M. Garcia will make recommended changes and send memo to K. Baaske, Chair, Academic Senate and R. Schoepflin, Semester Conversion Director.

9. **Course Numbering**

Time Certain: Chuck Mancillas at 2:30 pm

Chuck Mancillas reported that adding an extra digit to the current course numbers would not be a problem for the Registrar's Office. Recycling old course numbers is possible but the number must be inactive at least four to six years. The GET system does not look at CSULA course numbers but a five digit number that GET assigns to each course. Course modifications should still utilize the same five digit ID number but new courses automatically receive a new number.

10. **Online/Hybrid Compliance Policy**

This item was not discussed.

11. **Accounting Department Academic Honesty Policy**

This item was not discussed.

12. **Adjournment**

The meeting was adjourned at 3:20 pm.