



EDUCATIONAL POLICY COMMITTEE

Approved November 3, 2003

MINUTES OF MEETING: October 27, 2003

PRESENT: C. Bodinger-DeUriarte, D. Connors, A. Gonzalez, A. Huarng, N. Koch, B. Krilowicz, C. Michel, R. Morales, K. Ryan, T. Semerjian, L. Tunstad
EXCUSED: R. Shackelford, H. Villarreal

1. **Announcements**

D. Connors reported that R. Shackelford and H. Villarreal would not be able to attend today's meeting.

2. **Intent to Raise Questions**

None.

3. **Liaison Reports**

Executive Committee

N. Koch reported that the Executive Committee finalized the memo to EPC regarding the MA in Communication Disorders. The Executive Committee also discussed the proposed policy modification to the Faculty Handbook on Operational Review of Governance.

4. **Approval of the Agenda**

M/s/p to approve as amended. The minutes will reflect the order in which the items were discussed.

5. **Approval of the Minutes**

M/s/p to approve.

6. **Curricular Items**

Actions Reported by the Executive Secretary

None.

7. **Representative to the ad hoc Five Year Academic Plan Committee**

B. Krilowicz will represent EPC on this committee.

8. **Representative to the ad hoc Service Learning Review Committee**

C. Bodinger-DeUriarte will represent EPC on this committee.

9. **Upper Division GE Theme Report, EPC 03-01**

The Committee continued the discussion on this item. The following action was taken:

M/s/p to ask that GES include in the course syllabus template; 1) the number of writing assignments, 2) how and when timely feedback will be given; and 3) describe explicit grading criteria for the writing assignment.

M/s/p to request that 1) The Office of Undergraduate Studies send out a yearly reminder of the goals and objectives of the GE courses, 2) if compensated, theme coordinators meet annually with faculty teaching theme courses to discuss the role of the theme courses, and 3) the Chairs of the departments meet with new faculty that will be teaching theme courses to discuss the criteria and goals of GE.

M/s/p to recommend compensation for the Theme Coordinators. The compensated Theme Coordinators should be responsible for collecting course syllabi and developing a handbook. The compensated Theme Coordinators should meet with faculty teaching in their theme at least once every academic year.

M/s/p to recommend that all colleges should be encouraged to support with additional resources faculty who teach GE courses with high enrollment. The University should recognize that these courses require additional responsibilities especially in regard to the writing requirement.

M/s/p to accept the recommendation of GES to decertify BIOL 326N, GEOL 355N, BIOL 355N, CHEM 355N and ENGL 388.

M/s/p to request the Chair and Executive Secretary of GES to come as time certain guests to discuss the Status of Weak Themes and Call for New Theme/Courses.

10. **Comprehensive Examination-MA Degree in Communicative Disorders, EPC 03**

Discussion continued on this item. J. Galvan will be invited as a time certain guest for the next meeting.

11. **Academic Technology Issues and Mode of Instruction, CSU Long Beach, EPC 03-02**

Not discussed due to lack of time.

12. **Policy Modification: Admission of Foreign (VISA) Students, EPC 02-18**

Not discussed due to lack of time.