

## Minutes EPPC April 14, 2022

### ATTENDANCE

Present: Adamian, Allen (Ferrari), Buffardi, Cline, Ford, Grassian, Gray (Peterson), Jenkins, Kralj, Lawrence, Maas, Medic, Millard, Miller, Salehi, Seipel, Son, Thompson, Vela

Absent: Bailey, Ellis

Called to order 2:33

Motion to add missing attendees from the previously-approved minutes. Seconded, approved.

1. Approve Minutes for April 7, 2022:
  - a. Question regarding the statement “MOI should be individual faculty member choice”—doesn’t this conflict with Digital Learning Policy? Recollection of the group is that this was a discussion and not a statement of fact. According to policy it is not the decision of faculty, but it was discussed that it should be. Suggest revise to “should MOI be faculty member choice”? Don’t want it to read like it was a decision, more of a discussion. Motion to revise to read: “Medic raised the point that MOI should be faculty choice, which was discussed by the group.” Motion seconded, approved.
  - b. Minutes approved.
2. Approve Agenda for April 14, 2022
  - a. Approved
3. Action Items:
  - a. **Cross-Listing Policy** (Daniel Grassian, VP for Acad. Affairs & Nicole Gray, Curriculum Coordinator)
    - i. Clean copy version was shared within today’s agenda.
    - ii. No additional changes, aside from editorial, were made.
    - iii. Expectation to make motions and changes today during the meeting.

Motion made to separate first paragraph and add “OBJECTIVES AND RESPONSIBILITIES” as a subtitle with all other text included below. Second. Rationale: this will include more clarity and separate cross listing course definition from other text that does not represent definition.

No opposition, motion passes.

Motion made to change the word “both” to “all involved” in first sentence under changes. Second. No objection, motion passes.

Question: is it normal to add a link for mentioned policies or EMs? Answer: it is not usually done, but there are documents with live links. It was suggested that if a policy is changed, it will receive a new EM code, while older will stay as is. Motion made to include link for “[EM 21-029](#)”. Second. No objection, motion passes.

Discussion: Last paragraph – dissolution, agreement that all parties should agree to remove cross-listed course. There could be occasion when Department can disagree with removal. Making a continuation of cross-listed course can be problematic as decision of one department can influence another department. There is a mechanism in place that can deal with this kind of issue - appeal or grievance committee. EPPC Chair, EPPC Vice Chair, Steering Committee and Deans from colleges involved would be part of this process.

Question: if department wants to remove a cross-listed course, they initiate CPCR paperwork. Does this trigger the intent process? If it does, the intent process already has this appeal mechanism in place. Answer: yes. If doesn't then appeal procedure can be initiated.

Motion made to change the word "must" to "should" in first sentence. No second. This indicates departments may not submit paperwork. Motion made to change the word "must" to "will normally". Second. No oppositions, motion passes.

Motion made to change "cancellation will not be approved" to add word "normally" not be approved. Second.

Amendment to the amendment made to add a new sentence at the end of a paragraph "Should there be lingering disagreements between departments, an appeal committee consisting of the EPPC Chair, EPPC Vice Chair, the Vice Provost for Academic Affairs, and the deans of the affected colleges will make a subsequent determination." Second. It was clarified that word "normally" is not included in the vote on the amendment to the amendment. No objections, amendment to the amendment passes.

EPPC vote on original motion. No objections, motion passes, word "normally" added to a document.

EPPC vote on the entire policy: 18 yes, zero opposition. Cross-listing policy approved as an action item and will move next to the Academic Senate.

b. **Academic Organization Policy** (Update EM 76-15 & 80-5 – Grassian & Gray)

No changes requested at introduction; no comments or amendments.

EPPC vote on policy: passed as action item and will move to Academic Senate.

4. Introduction Items:

a. **Undergraduate Program Review Policy** (Daniel Grassian—VP for Academic Affairs)

Policy originated from a recommendation from our recent WASC review. The current procedure has the program self-studies reviewed by Vice Provost and Provost, but with no other campus input. A task force was created to come up with recommendations based on the WASC feedback. Recommendations include forming a Senate sub-committee and implementing an abbreviated review for externally accredited programs.

This proposed policy was presented to EC then EPPC was charged with creating this EM. No comments or amendments  
EPPC vote on policy: passed as introduction item.

b. **Graduate Program Review Policy** (Daniel Grassian—VP for Academic Affairs)

Dean Sharon Barrios contributed the current process in place for graduate programs. Grad Council is already involved so the only change would be to determine if externally accredited programs should do program review. Same WASC expectations as undergrad.

Questions about Graduate Council and Council of Graduate Students membership. Those committees already exist and this policy is not determining their membership.

EPPC vote on policy: passed as introduction item.

c. **Proposal to Discontinue American Language & Cultural Immersion Program** (Clare VanNess— Interim Dean, RCE)

This is an intensive English language learning program. Enrollment has steadily declined over the last several years. Staff has been reduced to help with financial concerns and it was closed for admissions during the pandemic. There was consultation with the Provost, IEGE, HFA, and LANC to try to keep it alive but decision is to discontinue. There are other language-learning options for students through IEGE.

Questions: is declining enrollment due to federal policies and does this prevent us from helping students if policies change? Answer: That was only one reason for the declining enrollment. If numbers trend up in the future then we will find other resources for students, too much of a financial drain now.

Question: Isn't this program a "feeder" into campus programs? Can this be suspended rather than discontinued? Answer: Enrollments have been suspended already. Part of the reason to discontinue has to do with I-17 reporting; RCE may not be the appropriate home anyway, might be better off in IEGE if it comes back in the future.

This is not unique to Chico State, it's happening across the CSU and country.

EPPC vote on proposal: passed as introduction item.

d. **Proposed Update to EM 9-011 Study Abroad Advisory Council** (Jennifer Gruber—Interim Assoc. VP & SIO for International Education & Global Engagement)

The EM is from 2009 and is in need of updating to align with current policies and practices.

Recommendation to update references to "CSU, Chico" and "RCE" (if name change passes).

EPPC vote on proposal: passed as introduction item.

e. **Program Name Change—Regional & Continuing Education (RCE) to Professional & Continuing Education (PCE)** (Clare VanNess—Interim Dean, RCE)

The CO has started using “Professional” in place of “Regional”. Elevates the focus of work beyond the region and we will still serve our region as always.

Question: What about other CSUs’ use of “extended”? Will they be changing as well? “Extended” has a different connotation than “professional”. Have we considered “extended”? Answer: Haven’t heard of any campuses’ plans.

“Extended” seems to have an agricultural meaning here in this area so not inclined to use it. RCE serves many adult learners and “professional” seems to resonate with the working adult students being served; they are developing professionally.

EPPC vote on proposal: passed as introduction item.

f. **New Program Option Proposal—MBA Option in Health Services Administration** (Kenneth Chapman—Program Director, Online MBA, College of Business; Terence Lau--Dean of College of Business; Holly Nevarez—Chair Dept of Public Health and Health Administration; Stan Salinas-Assistant Professor Health Administration)

This new option is a partnership with the undergraduate Public Health program and would be 36 units: 21 in the core and 15 in the option. Chico has had the MBA since 1965; accredited by AACSB.

The College of Business is also working with the Political Science and Criminal Justice department and their MPA Health Administration option.

Thorough review of proposal: need, demand, equity, marketing research, comparison to other CSU programs. There is only one other online program in the CSU. There are some other regional programs, but most are much more expensive. Expected enrollment of 30-40 students to start; students will take 21 core courses before moving in to the Health Administration option courses. The program is designed to be affordable and quick for students to finish.

Some concern has been expressed about new courses not being approved yet, but they will be by the time they need to be offered, summer 2023 at the earliest.

Holly Nevarez, PHHA Chair, is excited about the collaboration and opportunity to bring more students to Chico and to meet a need in Health Services Administration.

Courses are being designed to meet accreditation standards set by medical and healthcare groups. Believe this is a fundamentally good program.

Background in MPA Health Administration option, in existence since 1969 and also accredited. POLS was notified about this new option around Spring Break and is willing to collaborate with BSS and BUS. They believe some existing POLS courses could be used and possibly cross-listed. They would like to have the proposal updated to include POLS involvement. Also, the POLS department has had discussions about launching their own online MPA program with a Health Administration option.

Everspring is very interested in this program and thinks it is very marketable. Concern: six courses are not approved yet, could end up having the program approved without the new courses. Would like to see an explanation about why the particular courses were chosen and how they meet the MBA program goals. Course were chosen to align with accreditation standards. Question: has there been consultation with TLP on creating the courses? Answer: Yes, working with Kathy Fernandes and TLP.

POLS and MPA faculty have not had the opportunity to work together with PHHA on courses and how they can be included. They would like to have a role in the process.

Suggest additions to the proposal regarding TLP help and consultation with new courses.

Is there precedent for programs to be approved without courses in place? It's not uncommon, department and college committees don't always want to fully approve courses if the program doesn't exist. Courses need to be created in order for the program to be in catalog, so they are typically created soon after program approval.

Does EPPC want to set a precedent about courses needing to be fully approved at this stage of the proposal?

EPPC vote on new option proposal: 9 yes, 0 opposed, several abstentions. Passed as introduction item.

5. Announcements and Other

- a. Wildcat Day on the Farm is Friday, April 22<sup>nd</sup> from 10:00-3:00. There will be farm tours and other events.

6. Adjourn 5:04