

Notes for Thursday, March 9<sup>th</sup> EPPC meeting held on ZOOM from 2:30pm-5:00pm

Minutes taken by Joshua Moss

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Attendance:

Senators: Son, Moss, Smith, Yeager-Struthers, Calhoun, Gray, Peterson, Magnus, Kralj, Ford, Adamian, Ellis, Grasian, Zeichick, Huang, Salehi, Manro, Lee

Guests: Nelson, Gruber, Holmes, Li, Avanzino, Armitage, Baird

Meeting called to agenda at 2:36pm

Holly Kralj – Chair

Minutes approval moved to the end – chair’s prerogative

2:37pm – Call for any questions, concerns, changes to today’s agenda. There were none. Agenda approved by lack of objection.

2:39pm - Chair Kralj discusses Roberts Rules and calls for stricter adherence to process.

### Action item #3: Determination of Withdrawal from Courses—EPPC Declaration

This concerns a proposal to make a recommendation from EPPC to the Campus over the verification of serious and compelling reason for withdrawal that was passed as an Action Item at the previous EPPC Meeting.

Chris Nichols reiterates concern over late withdrawals as some are asking for evidence from students to verify reasons for late withdrawal from a class while others are not. This creates inconsistency and confusion. This verification requirement is not mentioned in EO but is mentioned in the Catalog information twice. Chris Nichols recommends editing the Catalog language to avoid further confusion.

Chair Kralj reiterates concern expressed at the last meeting over the need for consistency. Different opinions around the need for verification but request for the language to be made consistent is the primary action item.

Melody Yeager-Struthers asks whether we have checked in with financial aid and other entities on campus that could be impacted by the removal of verification from late withdrawal. Expresses concern about reckless speed of the resolution without full consideration of impact.

Brianna Ellis speaks to the question of academic advising and support programs with the Student Success Center.

Guest Michelle Holmes, Assistant Registrar, talks about speaking to registrar concerns. There can be impact to satisfactory progress and financial aid eligibility going forward if it's too easy to withdraw late. Payback issue with aid can result in an occasion when someone requests the drop form to check for the reason. Payback/aid issues may involve a need to confirm reasoning. This is a concern. Students can check that box themselves but only comes off occasionally.

Guest Charlene Armitage – Asks for clarification on whether this will no longer require chair and dean to have a conversation. Clarifies that the chair and dean will still be involved in the decision but that the evidence/proof of the withdrawal reason will no longer be required.

Chair Kralj clarifies that there still needs to be a “serious and compelling reason” as agreed by teacher, chair, and dean, but the requirement for external documentation is the only element to be removed.

Senator Rick Ford – Confirms Charlene's understanding. Chairs are currently verifying in inconsistent ways. Some chairs require verification and others do not. Asks whether there's concern over whether verification exists at the registrar's office.

Guest Michelle Holmes responds that they receive it after census and if a reason is written, it's processed.

Chris Nichols confirms the document in question via Box and confirms that this will remove the requirement for verification as part of the withdrawal process.

Senator Amy Magnus requests a few minute break to read the document.

Senator Rick Ford clarifies the document is a replacement document for the action item and will require a vote.

Senator Troy Cline asks for clarification of when the Registrar's Office requests verification.

Guest Michelle Holmes confirms that students are allowed 18 units of “W” but if it's beyond a student's control, it's processed as a “WE” and it doesn't count in that total.

3:08pm – Chair Kralj takes a break

Rick Ford asks whether learning the Registrar must enforce verification after census but the verification is not required for a withdrawal that counts against the 18 units. Policy as it is written now does not explicitly require verification. This has led to inconsistent verification practice by different chairs.

Discussion between Chair Kralj and Senator Ford on Roberts Rules to replace the action item with the replacement document

Senator Amy Magnus makes a motion to replace the worded action item with the replacement document. It is Seconded. Senator Magnus speaks to why the replacement document, featured on Box, should be used as a more detailed amendment and with more information. Chair Kralj calls for a vote.

VOTE: 18 in favor. No opposition.

Motion carries.

Joshua Moss makes motion to change the language to “verification of the student of any serious and compelling reason for withdrawal requests after census be codified as standard practice with exceptions for privacy violations.”

No second so the original language returned.

Senator Rick Ford proposes a change to the language adding “to the campus” to one line

Senator Amy Magnus proposes language change adding in “instructors, chairs, and deans shall not require verification”.

No second so the original language returned.

Chair Kralj calls for a vote

16 Yes

1 No

Motion carries to Senate

Susan Avanzino explains the action item proposal – MA Communication Studies Suspension. Discusses the suspension need to rethink the curriculum and come up with new classes. One year suspension followed by Spring and Summer curriculum revision to reintroduce and recruit next fall for a return of the MA in Fall 2025.

Senator Ford asks if a one year pause is necessary for suspension

Vote on the Action Item:

18 – Yes

0 – No

Senator Nicol Grey – Proposes suspending rules and voting as an action item

18 – Yes

0 – No

Chair Kralj mentions upcoming Senate nominations opening up  
Senator Ford was asked to bring up and announce a new assembly bill, AB1390, that has a new graduation requirement for service learning.

Meeting adjourned at 4:00pm