



MINUTES

TO: Educational Policies and Programs Committee
FROM: Chiara Ferrari, Chair
DATE: September 21, 2017
SUBJ: **EPPC MINUTES – September 21, 2017, Student Services Center 122, 2:30 p.m.**

Members present: Ferrari, Aird, Allen, Bailey (Millard), Boyd, Camacho, Cooper, Cross, Crotts, Kim, McConkey, Miller, Roll, Rowberg, Schierenbeck, Thompson, Watkins.

Not present: Hammer, Hassenzahl, Loker, Polsan, Selvester

Begin at 2:34

1. Approve Minutes for September 7, 2017

Minutes unanimously approved.

Senator Ferrari complimented Boyd & Allen for detail of first two submitted minutes.

2. Approve Agenda for September 21, 2017

Agenda unanimously approved.

3. Announcements

- Crotts clarified minutes process and explained the reasoning for his neck brace.
- Ferrari pointed out the link below and explained the purpose. Explained the we are finalizing the process and template. We are keeping the transfer agreement and consultation with the library in mind and in place for future elevation. Ferrari explained the option to full degree stemmed from a directive from the chancellor. Ferrari explained that the deadline was November 27th and that was “quickly approaching.” RFP going around graduation initiative.
 - o Scheirenbeck explained that botany has hit roadblocks with changing the option for botany. Boyd said there is a strong case for the elevation.
 - o Cooper asked for more information about the “consultation with library.”
 - o McConkey asked if there was an idea of how many programs were considering this. Nicol Gray said that she had a list of the amount of programs out of compliance and it was roughly 20 to 30.
 - o Cooper explained that as it came to light in BSS, it was felt that timeline and deadlines were unrealistic. Ferrari concurred and said that it has been discussed but it was a curriculum services deadline that the RFP reflected.

- Allen expressed concern that while the deadlines are in place, there is nothing stating when applicants would find out and be able to proceed with following steps.
- Boyd explained that half the money would be delivered now and half would be delivered after the November deadline.
- Cooper asked if anyone knew what restrictions would be placed on what could be done with the money received.
- Boyd stated she would be in favor of this group discussing recommendations to be made as a “collective voice.” “It would be meaningful for the curriculum committee of the campus to make recommendations.”
- Ferrari made a motion that this be discussed after agenda item 6. Boyd seconded. Unanimously approved.

Elevation of an option to a full degree program:

<http://www.calstate.edu/app/documents/elevatingoptions.pdf>

4. Introduction Item: Discontinuation of MA in Geography

(guest presenter: Dean Fairbanks or representative)

Ferrari explained that the program was previously suspended.

Representative explained it was a 42 year old program and was one of the first Masters programs on the campus. Previously suspended in 2012 because it was determined that with the small numbers of students a suspension could save significant money. The program’s coordinators found that California title 5 made it difficult to reimagine masters programs. Faculty felt that with further budget cuts and limited faculty numbers it made the most sense to cancel program. “This is the situation that the CSU faces.”

- Roll expressed disappointment and asked if there were other CSU system schools we could direct our interested student to. It was stated that there were a few within our system and another few in Oregon.
- Schierenbeck expressed concern and disappointment and said she would likely vote against it because there was not another truly Northern California school to offer this degree. And with this vote, we would not be serving our region. Concluded with “This is too big of a loss for the North State.”
- Thompson asked how final “discontinuing” the program would be and how difficult it would be to bring the program back if necessary. What would the process be?
 - Question was averted but it was restated how expensive the program was and unsustainable it was with the resources available. Said that it was a blessing that the program was suspended when it was.
- Boyd expressed that she was very sad to see this go but would vote to support the department’s decision.
 - It was reiterated that with 8 faculty member it was impossible to sustain.

Vote was called. The proposal passed with a majority of votes.

5. Introduction Item: Discontinuation of Minor in Information Technology

(guest presenter: Tyson Henry or representative)

Representative stated it was approved in spring of 2008. Currently only 5 minors enrolled. "This is a minor that doesn't work anymore"

- Croft asked about the original intention of the degree. It was stated that at the time it was seen as an expanding degree but that has not proven to be true.
- Croft asked if this was intended for non-majors. It was affirmed but stated that the required courses aren't able to be offered any longer

Vote was called. The motion was passed with the majority of votes.

- McConkey said that she is concerned that so many programs are being cancelled because of a lack of faculty. Ferrari asked that that concern be brought at next senate meeting.
- Cross asked how many classes are offered that are not associated with any degree program but are revenue and GPA generators.
 - o Cooper stated that some of the best learning opportunities happen in non-major classes. Cross said he agreed but wondered if there was fat that could be trimmed other than degrees.
 - o Boyd asked if a report could be run about how many classes fit into that category.
 - o Boyd asked if the courses attached to a discontinued major would be deleted or if they would stay on the books if they were continuing to be offered as an elective.

Ferrari asked to gather information and then discuss at a future EPPC meeting.

6. EPPC Guidelines Approval

- Aird suggested we expand the amount of staff positions on EPPC. Roll suggested Nicol Gray be an appointed member of the committee as she is "the most knowledgeable person in the room."
 - o Crotts stated that he believed that this was coming. That expanding staff and student involvement was discussed at the academic senate retreat. Ferrari asked if we should wait. Crotts said that that's not necessarily true because of the density of the process. He suggested that we wait to see the previously membership proposal evolves before making this change in our Guidelines.
 - o Boyd seconded waiting to make the constitutional changes. Recommended that the membership group from the retreat meet again to discuss making a series of constitutional change.
 - Roll asked for more information about what are the next steps for the work that was done at the Senate retreat. Suggested that Ferrari follow up with the senate president stating that EPPC would be interested in pursuing this particular area. Ferrari asked if anyone else would be interested in serving on the membership committee, please email.
 - Camacho reiterated the need for more staff on EPPC.
- Ferrari asked of other issues or concerns on the Guidelines document.
 - o Aird asked about Distance and Education Center referenced in 6.E. and if it should be included.
 - o Thompson suggested we change language to "All centers on campus."
 - o Ferrari suggested insertion of "centers and institutes."
 - o McConkey suggested moving Meriam Library to the beginning of the line.
 - o Aird suggested that we should consider either general language or a detailed list, rather than some of both. It would be "cleaner" to choose one format or the other.

- Kim questioned procedures and guidelines listed in the title, but there were no policies. Should the title be changed?
- Aird proposed that we replaced “functions” with guidelines.
- Boyd moved to changed titles “procedures, functions and guidelines”
 - **Amendment movement approved unanimously**
- Ferrari asked if there were any other comments.
- Roll asked if EPPC should consider rewording membership. Discussion. It was decided not to make a movement.

EPPC Guidelines approved unanimously.

7. Inserted by Ferrari’s motion in agenda item 3. Discussion about RFP

- Ferrari explained where the process is.
- Cooper said that she investigated the aggressive timeline and is awaiting response from Bill Loker.
- Boyd expressed wariness about timeline and history of lack of transparency. Acknowledged that a lot has changed in recent leadership but she has concerns on how the RFP was created. It concerns her that a body of people has been formed without consultation of the executive committee. The process we are operating in is problematic. The problem is that it wasn’t done through senate process and it seems like there was a lack of transparency. Requests that “This is bad process” be carried back in a message.
- Ferrari gave a quick overview of the mornings meeting. Ferrari explained that there was \$50,000 in original plan.
- Cooper “this is part of a larger issue. The chancellor’s office puts down an RFP, gives you a month to create an RFP and get it out there, and then spend the money.” “There is no time built in for process.”
- Schierenbeck asked if we could request a different timeline from the chancellors office.
 - Boyd said that she was not sure with this particular memo because she had not seen it.
- Bailey stated not enough information is decimated as widely and quickly as it should be. This is something his entire department is talking about all of the time. Problem is that the programs that are likely to get the funds are not the ones that can provide as wide a breadth of students.
 - Ferrari clarified that there is a separate set of funds going to Math and English to revamp their curriculum.
- Schierenbeck asked if there was a mechanism to bump back the timeline.
- Ferrari suggested asking to move the deadline to October 9 after the next Senate meeting so that it could be discussed.
 - Discussion continued with Boyd explaining concerns about money distribution and a lack of clarity to process and guidelines.
- Schierenbeck and others all stated they had not been informed about the process. Many people are concerned about the information being selectively distributed to Deans and/or Chairs.
- Ferrari proposed drafting a statement that can be presented from EPPC to Academic Senate about these concerns. Boyd and Ferrari will be drafting a statement and requested input from EPPC members via email.

8. Other

9. Adjourn at 4:48

Respectively submitted,

Matthew (Matty) Teague Miller