



---

## MEMORANDUM

---

TO: Educational Policies and Programs Committee  
FROM: Chiara Ferrari, Chair  
DATE:  
SUBJ: EPPC MINUTES – November 30, 2017, Kendall 207/209, 2:30 p.m.

---

**Members Present:** Aird, Allen, Bailey (Millard), Boyd, Camacho, Connolly, Cooper, Crotts, Ferrari, Hammer, Hassenzahl, Hostetter-Lewis, Kim, Loker, McConkey, Miller, Roll, Rowberg, Schierenbeck, Selvester, Soudan, Stozzi-Heckler, Watkins

**Not Present:** Cross

---

Meeting called to order at 2:30 PM.

1. Approve Minutes for October 19, 2017  
Approved unanimously
2. Approve Agenda for November 30, 2017  
Approved unanimously
3. EO-1071 Presentation  
(guest presenter: Alison Wrynn – State University Associate Dean, Academic Programs). Campus visit itinerary: [here](#)

Wrynn gave an overview of EO-1071 and its intent that degrees awarded match the Classification of Instructional Program (CIP) codes. The primary issue of interest is the requirement that a major's core contain a majority of units. She delivered a handout titled "Reporting Units Required for Majors" and dated 2/8/17. She indicated that programs will need to be in compliance by the time of their next program review. It was stated that elevating an option to degree status is a simpler process than creating a new degree program. Wrynn then answered questions related to specific programs and their unit counts.

Discussion moved to EO-1110. Wrynn summarized its intent that adequate seats be provided for freshman remediation courses in English and Math. It

was noted that EO-1110 requires enrollment, not just available seats. Discussion continued on means to ensure that students enroll in the courses. Wrynn indicated that it would be up to the individual campuses to ensure enrollment.

4. Introduction item: Minor in Interior Design  
(guest presenters: Asa Mittman and Kijeong Jeon)

Proposal was originally introduced at the October 9<sup>th</sup> meeting and was postponed to this November 30<sup>th</sup> meeting. The proposal was modified based on feedback from the October 9<sup>th</sup> meeting.

It was reported that student surveys indicate a strong interest in the minor. The minor could be delivered with no new courses or faculty, no additional facilities or equipment, and that existing library resources were adequate.

Portfolio review was presented as a measure to ensure quality control for students entering the minor. Lengthy discussion ensued about who would accomplish the review, how much time would be required, and whether its purpose would be to ensure quality or to limit enrollment. It was suggested that portfolio review could be incorporated into a 1-unit course. It was also suggested that the minor's "gate" could be imbedded into a prerequisite course.

A vote was taken to cease discussion. Passed unanimously.

A vote was taken to accept the proposal as an Introduction item. Passed unanimously.

An action item was taken by Ferrari and Loker to determine if a "gate" for a minor is permissible outside of an existing course.

5. Discussion item: "Lifelong learning opportunities for California residents."  
(guest presenter: Debra Barger)

Information and discussion item for EPPC; no proposal or vote required. Barger provided an overview of self-supporting continuing education courses provided by the university. The emphasis was to understand "who do we serve" and "how do we serve them." She showed a presentation titled "Redefining Today's Students" that summarized the following programs: American Language and Cultural Institute, Autism Symposium, Project Lead the Way (K-12 STEM training for teachers), Osher Lifelong Learning Institute (age 50+ learners), ed2go, and Institute of Reading Development.

It was clarified that these programs are not subject to review by EPPC or Academic Senate because no credit is awarded. It was noted that there are graduate degrees that are only offered as self-supported through RCE

(Regional and Continuing Education). Discussion items included topics of instructional standards and how we know that needs of the learners, and the university, are being met.

6. Discussion item: 1-unit credit for University Committee work  
(guest presenter: AS Shared Governance Committee representative)

Item presented as a preliminary idea to address the difficulty of getting students to serve on university committees. Discussion included practices at other institutions (awarding credit, providing a stipend, service as its own reward, etc...). Concern was expressed that there must be some academic component for credit to be awarded. EPPC indicated it would be receptive to a future proposal on the subject.

7. Announcements

- Nursing program accreditation
- Director for the Gateway Science Museum has been hired
- Sounds of the Season concert

8. Other

None

9. Adjourn

Meeting adjourned at 5:05 PM.

Minutes respectfully submitted by Greg Watkins